



WAIVERS IN THE EI-HUB

WHAT YOU NEED TO KNOW

- THE EI-HUB WILL AUTOMATICALLY GENERATE A WAIVER WHEN SERVICES ADDED TO AN INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP) VIOLATES A BILLING RULE. THIS FUNCTION SAVES PROVIDERS TIME AND HELPS ENSURE CLAIMS WILL PASS BILLING AND CLAIMING VALIDATION EDITS.
- PROVIDERS ALSO HAVE THE OPPORTUNITY TO MANUALLY ENTER A WAIVER REQUEST, IF NECESSARY.
- IT IS IMPORTANT WHEN PLANNING TO DELIVER SERVICES TO CHECK AND ENSURE THE APPROPRIATE WAIVER(S) ARE IN PLACE.

SYSTEM GENERATED WAIVERS LOCATION

System generated waivers are found under the IFSP tab, in the IFSP Services panels. If a waiver is generated, the details of the applied waiver can be viewed from the IFSP Services grid or the Service Information panel (shown below).

MANUALLY GENERATED WAIVERS LOCATION

In the EI-Hub, providers are able to request and manually enter waivers. This is done under the Services tab (on the top of the screen). In the Waiver panel (shown below), providers will select/click the option to ' **Add Waiver** ' and complete the required fields.

Required Fields include:

- Waiver Type
- Waiver Reason: Select the 'System Generated' option
- Visit Type

TIMING

System generated waivers are calculated based on the method, frequency, and frequency unit of the services added to an IFSP. If the combination of services determines that a waiver is needed, the system will automatically generate a waiver.

The waiver will not have a specified date and will remain valid for the duration of the service authorization.

TIMING

Providers should submit a waiver request through EI-Hub to the EIO/D no later than the anticipated service delivery date. Providers can view the status of the waiver request(s) under the waiver panel/grid.

Please note, the EIO/D still has the option of rejecting the waiver. If this occurs, the provider will not be paid.

EIO/D APPROVAL PROCESS

System generated waivers still need an EIO/D's approval. When approving the services tied to an IFSP, the EIO/D's approval extends to the applied system generated waiver(s).

EIO/D APPROVAL PROCESS

Waiver requests are reviewed by an EIO/D and accepted or rejected. EIO/Ds should review and act on waiver requests in a timely manner. To view waiver requests, navigate to the IFSP Dashboard and search by the 'Waiver Submission' Dashboard Alert.



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THE EI-HUB IS DESIGNED TO ALIGN WITH THE TERMS FOR WAIVERS IN THE EARLY INTERVENTION PROGRAM (EIP) REGULATIONS. WAIVERS IN THE EI-HUB ARE REFERRED TO BY 'TYPE'. THE TABLE BELOW LISTS THE BILLING RULES FOR EACH WAIVER AND THE EQUIVALENT WAIVER TYPE IN THE EI-HUB.

BILLING RULE ◀ ▶ **EI-HUB WAIVER TYPE**

Billing Rule 1	No more than 3 Basic Home and Community Based Visits per Day	Waiver Type 1
Billing Rule 2	No more than 3 Extended Home and Community Based Visits per Day	Waiver Type 2
Billing Rule 3	No more than 1 Basic Home and Community Based Visit per Discipline per Day	Waiver Type 3
Billing Rule 4	No more than 1 Extended Home and Community Based Visit per Discipline per Day	Waiver Type 4
Billing Rule 5	No more than 3 Basic and Extended Home and Community Based Visits per Day	Waiver Type 5
Billing Rule 6	No more than 1 Basic and Extended Home and Community Based visits within the Same Discipline per Day	Waiver Type 6
Billing Rule 7	No more than 1 Office/Facility Visit per Discipline per Day	Waiver Type 7
Billing Rule 8	No more than 3 Office/Facility Visit per Day	Waiver Type 8
Billing Rule 9	No more than 1 Parent/Child Group visits per Day	Waiver Type 9
Billing Rule 10	No more than 2 Family/Caregiver Support Group visits per Day	Waiver Type 10
Billing Rule 11	No more than 1 Group Developmental visit per day	Waiver Type 11
Billing Rule 15	No more than 2 Additional Supplemental Evaluations during a 1 Year Period	Waiver Type 15