

# Foundational Community Supports Transition Assistance Program FAQ

Washington | Medicaid

## What is the Foundational Community Supports Transition Assistance Program (FCS TAP)?

FCS TAP offers flexible, time-limited funding assistance to Foundational Community Supports (FCS) supportive housing (SH) enrollees with behavioral health treatment needs. FCS TAP helps cover fees that are often barriers to renting a home, including but not limited to IDs, application fees, move-in costs, and more.

## What are FCS TAP eligibility criteria?

To receive FCS TAP funding, a person must meet all of the following criteria:

1. Be actively receiving FCS-eligible Medicaid
2. Be currently authorized to receive FCS-SH services and active FCS-SH enrollment segments in ProviderOne
3. Identify as experiencing a behavioral health treatment need

## What documentation is needed for FCS TAP?

Update FCS-SH care plan and documentation in subsequent progress notes. Retain receipts and other documents related to TAP expense in enrollee file or agency accounting office.

## Does an FCS-SH enrollee's behavioral health treatment need to be verified for them to use FCS TAP funding?

Providers must indicate behavioral health treatment need by selecting the FCS enrollee's treatment need on the online *FCS TAP Reimbursement Request Form* when submitting to Wellpoint. However, a behavioral health diagnosis does not need to be validated to access FCS TAP funding.

## How can FCS TAP be accessed by FCS-SH enrollees?

FCS-SH enrollees cannot request TAP funds directly. They need to request TAP funds through their FCS-SH provider.

## Does an FCS-SH enrollee need to have Medicaid to access TAP?

Yes, an FCS-SH enrollee needs to be actively receiving FCS-eligible Medicaid. If an enrollee's Medicaid account is inactive or the enrollee does not have FCS-eligible Medicaid, the provider cannot spend

FCS TAP funding. Review the Medicaid Eligibility Check for FCS document to see the benefit service packages and Recipient Aid Category (RAC) codes that are FCS-eligible.

### How do we know if someone is authorized to receive FCS-SH services?

Providers receive an FCS service authorization from Wellpoint for anyone who is determined eligible for FCS-SH services. Additionally, it is the provider's responsibility to ensure FCS-SH enrollment segments are active and correct in ProviderOne. See the *FCS Enrollment Inquiry Process Guide*.

### What housing-related expenses can be covered by FCS TAP?

FCS TAP covers costs to help FCS-SH enrollees:

- Mitigate immediate barriers to housing.
- Obtain a place to call home.
- Establish a long-term residence.

FCS-SH providers can spend up to \$5,000 per enrollee per 12-month period on housing and housing-related expenses. Ongoing rents cannot be paid with FCS TAP. Only the first and last month of rent can be paid in full along with other move-in costs. The first month of rent can be prorated. If seeking further funding, an Exception to Policy (ETP) request must be requested.

### TAP reimbursable items and the reimbursement rate of each item

TAP for FCS funding category	Items covered	Can spend
<b>IDs and other documentation</b>	<ul style="list-style-type: none"><li>• Identification documents/cards</li><li>• Birth certificates</li><li>• Social Security cards</li></ul>	Up to \$80 each
<b>Application fees</b>	<ul style="list-style-type: none"><li>• Rental application fees</li><li>• Background check</li><li>• Credit check</li></ul>	Up to \$100 each
<b>Transitional housing fees</b>	<ul style="list-style-type: none"><li>• Fees associated with entering certain transitional housing such as urinalysis</li></ul>	Up to \$100 each
<b>Moving expenses</b> Note: Can be used once per 12-month period	<ul style="list-style-type: none"><li>• Moving vehicle rental</li><li>• Moving supplies</li></ul>	Up to \$300 total

TAP for FCS funding category	Items covered	Can spend
<p><b>Move-in assistance</b>                      Note: Can be used once per 12-month period</p>	<ul style="list-style-type: none"> <li>• Security, pet, and/or damage deposits</li> <li>• First and last month’s rent</li> <li>• Any appropriate and reasonable non-refundable fees (fees may be annualized)</li> </ul>	<p>Up to \$5,000 total:</p> <ul style="list-style-type: none"> <li>• Monthly rent must be under 120% fair market rent.</li> <li>• Enrollee must have ability to pay ongoing rent with or without long-term rental assistance.</li> </ul>

### Can FCS TAP pay for items not listed as an allowable expenditure?

Providers are encouraged to submit an ETP request to Wellpoint if an item is not listed on the approved list above and is a barrier to housing transition or if seeking funding beyond \$5,000 per 12-month period.

Wellpoint determines if the FCS TAP ETP request can be honored. All decisions are subject to funding availability. ETP requests require a provider to produce a narrative description that identifies an enrollee’s current circumstance and how FCS TAP funding will assist an enrollee achieve their established housing goals.

### Items that require an ETP request

TAP for FCS funding category	Item	Item
<p><b>Home essentials and sustainability items</b></p>	<ul style="list-style-type: none"> <li>• Mattress</li> <li>• Small household appliances</li> <li>• Small furnishings</li> <li>• Cleaning supplies</li> </ul>	<p>ETP required:</p> <ul style="list-style-type: none"> <li>• Maximum spending amount for any combination of these items: \$1,500</li> </ul>
<p><b>Arrears</b>                      Note: A rent ledger reflecting the amount requested must be sent to TransitionAssistanceFCS@wellpoint.com at the time of the request</p>	<ul style="list-style-type: none"> <li>• Utility</li> <li>• Rental</li> <li>• Storage Item</li> </ul>	<p>ETP required:</p> <ul style="list-style-type: none"> <li>• Maximum spending amount for past-due rents and rental arrearages: \$5,000</li> </ul>

TAP for FCS funding category	Item	Item
Home modifications	<ul style="list-style-type: none"><li>Reasonably priced home modifications approved by landlords</li></ul>	ETP required

### Does FCS TAP pay rent beyond initial move-in costs like first and last month's rent?

Initial move-in costs like the first and last month's rent and any related move-in fees such as security deposit, pet fee, and parking fee can be covered. FCS TAP does not pay ongoing rents. Only the first and last month of rent can be paid in full. The first month of rent can be prorated. While exceptions can be made depending on the availability of funding, ongoing rent costs cannot be covered by FCS TAP.

### How do I request an ETP on behalf of the FCS-SH enrollee seeking to use TAP?

Complete the online *FCS TAP Reimbursement Request Form* and identify the request as an ETP in the appropriate fields. If the ETP request involves past-due rent coverage, a rent ledger must be submitted to [TransitionAssistanceFCS@wellpoint.com](mailto:TransitionAssistanceFCS@wellpoint.com) for review.

### How long does it take to receive reimbursements from Wellpoint for previously spent FCS TAP funds?

The online *FCS TAP Reimbursement Request Form* allows providers to request reimbursement at any time. All required fields must be completed for Wellpoint to make a funding determination. Wellpoint will reimburse providers for approved FCS TAP expenditures within 20 business days upon receipt of provider's online reimbursement request.

**Note:** Providers receiving payment via electronic funds transfer (EFT) will be reimbursed more quickly than providers awaiting a check by mail.

### Some FCS enrollees are currently eligible for longer-term rental assistance programs. Are they able to use FCS TAP?

Absolutely. When an FCS enrollee is offered longer-term rental assistance from local, state, or federal affordable housing programs — including rental assistance — FCS TAP can cover move-in costs and other initial costs and may be able to provide supplemental funding to help make a new apartment home. FCS TAP can cover a variety of costs before, during, and soon after a housing transition. The program also aims to provide support where longer-term rental assistance programs cannot.

### **Will FCS TAP assistance be paid directly to the FCS-SH enrollees?**

No, all funds will be paid directly to the FCS-SH enrollees' assigned FCS provider to then pay entities providing goods and/or services (for example, landlords, property management companies, utility providers, and others).

### **If an FCS-SH enrollee previously requested funds that were determined to be ineligible, can funding be requested in the future?**

Yes, previous denials of FCS TAP funding do not impact an FCS-SH enrollee's ability to request future funding unless they are no longer eligible for FCS-SH services.

### **Do FCS TAP requests need to occur within a certain time frame of being discharged for an FCS-SH enrollee to be eligible?**

No, FCS TAP offers funding assistance to FCS-SH enrollees seeking to transition into quality, affordable housing that they choose. While an aim of FCS TAP is to engage enrollees discharging from behavioral health inpatient settings, all FCS-SH enrollees with a behavioral health treatment need are eligible when making housing transitions (including preventing eviction).

### **Are individuals who are not discharging from inpatient facilities able to receive FCS TAP funding?**

Yes, if an FCS-SH enrollee has a behavioral health treatment need and they are making a housing transition, then they are eligible to use FCS TAP funds.

### **Can we bill for helping an FCS-SH enrollee utilize TAP funds?**

When providers engage in the housing search, identification, and obtainment with or on behalf of FCS-SH enrollees, they can bill for services through FCS-SH. Delivering FCS TAP funding on behalf of an FCS-SH enrollee is also considered a billable service.

Administrative functions related to the provision of FCS TAP are not reimbursable. However, the program aims to increase the number of billable services associated with FCS TAP provision via per diem enrollee engagement.

### **Can FCS TAP assist families if only one member is enrolled in FCS?**

FCS TAP can only assist FCS-SH enrollees by covering certain housing-related costs. If an FCS-SH enrollee plans to reside with others, FCS TAP can only provide funding assistance for the FCS-SH enrollee residing in the home with a proper roommate agreement or lease.

### **Do we first get blanket approval for FCS TAP spending, or do we need approvals for each individual expense?**

Providers are only authorized to spend on behalf of that enrollee who meets the eligibility criteria and for covered items listed on the *FCS TAP Quick Reference Guide*.

### **Can FCS TAP help with moving into assisted living or retirement communities?**

No, FCS TAP can only be used by FCS enrollees to enter independent housing of their choice. Costs related to entering and residing in assisted living settings is not coverable by FCS TAP. If an enrollee is seeking to transition to an independent rental setting, FCS TAP can be used.

### **What costs cannot be covered with TAP funding?**

TAP cannot cover the following:

- Phone purchases or repairs
- Vehicle purchases or repairs
- RV/trailer purchases or repairs
- Washer/dryer unit purchases or repairs
- Stove/oven purchases or repairs
- Medical copays
- Personal hygiene products (deodorant, soap, and so on)
- Debt beyond any related to a previous housing circumstance where rent and/or utilities are owed
- Disbursal of funding directly to an enrollee cannot occur under any circumstances
- Clothing
- Transportation costs