

## Office of Regulatory Management

### Economic Review Form

<b>Agency name</b>	Virginia Department of Behavioral Health and Developmental Services (DBHDS)
<b>Virginia Administrative Code (VAC) Chapter citation(s)</b>	_ VAC __ - ____ N/A
<b>VAC Chapter title(s)</b>	N/A
<b>Action title</b>	Guidance Document: DD05. Support Coordination: A Handbook for Developmental Disabilities Waiver Support Coordination. (June 2023)
<b>Date this document prepared</b>	October 24, 2023
<b>Regulatory Stage (including Issuance of Guidance Documents)</b>	Revisions

### Cost Benefit Analysis

**Table 1a: Costs and Benefits of the Proposed Changes (Primary Option)**

<p>(1) Direct &amp; Indirect Costs &amp; Benefits (Monetized)</p>	<p>This economic impact analysis is for changes and updates made to the Support Coordination: A Handbook for Developmental Disabilities Waiver Support Coordination. (June 2023), authored within the DBHDS Division of Developmental Services . A focus group comprised of community services board (CSB) staff and leadership in case management services conducted an analysis of the handbook to produce recommendations for refinements and adjustments. These adjustments include altering wording for clarity, reorganizing content for easier navigation, providing language updates that are in line with current support coordination practices, and condensing portions of chapters for clarity and conciseness. These revisions, therefore, do not result in any direct monetary costs or benefits to providers, local partners, families, or small businesses.</p> <p>Direct Costs: There are no direct monetary costs of this proposed change.</p> <p>Indirect Costs: There are no indirect monetary costs of this proposed change.</p> <p>Direct Benefits:</p>
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	<p>There are no direct monetary benefits of this proposed change.</p> <p>Indirect Benefits: There are no indirect monetary benefits of this proposed change.</p>	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) \$0	(b) \$0
(3) Net Monetized Benefit	\$0	
(4) Other Costs & Benefits (Non-Monetized)	<p>This change is not expected to result in any direct costs or benefits; however, changes made to the handbook would provide overall improvements in clarity for readers by providing definitions and education on pertinent components of the handbook, incorporating charts to make the handbook more interactive and visually stimulating, adding recommendations for minimizing health and safety risks, etc.</p>	
(5) Information Sources		

**Table 1b: Costs and Benefits under the Status Quo (No change to the regulation)**

(1) Direct & Indirect Costs & Benefits (Monetized)	<p>Direct Costs: There are no direct monetary costs of this proposed change.</p> <p>Indirect Costs: There are no indirect monetary costs of this proposed change.</p> <p>Direct Benefits: There are no direct monetary benefits of this proposed change.</p> <p>Indirect Benefits: There are no indirect monetary benefits of this proposed change.</p>	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) \$0	(b) \$0
(3) Net Monetized Benefit	\$0	

(4) Other Costs & Benefits (Non-Monetized)	The alternative in this scenario would be if the division did not implement detailed changes to the handbook. This document has no substantial impact on providers, local partners, families, or local businesses in terms of providing care for individuals with developmental disabilities as it is merely guidance. However, without the changes to the handbook, there may be additional questions about clarifying some of the details, leaving support coordinators without a comprehensive understanding of the contents of the handbook. Adding more educational pieces and removing sections that are not essential to the handbook will further allow for a more interactive, comprehensible handbook.
(5) Information Sources	

**Table 1c: Costs and Benefits under Alternative Approach(es)**

(1) Direct & Indirect Costs & Benefits (Monetized)	<p>Direct Costs: There are no direct monetary costs of this proposed change.</p> <p>Indirect Costs: There are no indirect monetary costs of this proposed change.</p> <p>Direct Benefits: There are no direct monetary benefits of this proposed change.</p> <p>Indirect Benefits: There are no indirect monetary benefits of this proposed change.</p>	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) \$0	(b) \$0
(3) Net Monetized Benefit	\$0	
(4) Other Costs & Benefits (Non-Monetized)	There is no substantive alternative to this memo. The only alternative is to not implement changes to the handbook.	
(5) Information Sources		

**Impact on Local Partners**

**Table 2: Impact on Local Partners**

<p>(1) Direct &amp; Indirect Costs &amp; Benefits (Monetized)</p>	<p>Direct Costs: There are no direct monetary costs of this proposed change.</p> <p>Indirect Costs: There are no indirect monetary costs of this proposed change.</p> <p>Direct Benefits: There are no direct monetary benefits of this proposed change.</p> <p>Indirect Benefits: There are no indirect monetary benefits of this proposed change.</p>	
<p>(2) Present Monetized Values</p>	<p>Direct &amp; Indirect Costs</p>	<p>Direct &amp; Indirect Benefits</p>
	<p>(a) \$0</p>	<p>(b) \$0</p>
<p>(3) Other Costs &amp; Benefits (Non-Monetized)</p>	<p>While there are no monetizable costs or benefits to local partners, potential local partners that could benefit from changes to the handbook include CSBs, community program managers of social groups, non-profit organizations, or any other organization within an individual’s local community.</p> <p>Outlined in the Community Engagement section of the handbook are ways in which community engagement can support individuals with developmental disabilities. With the revisions, local partners are made aware of their roles in:</p> <ul style="list-style-type: none"> <li>- The purpose and goals of the individuals being involved in the community;</li> <li>- Allowable activities for participation by individuals receiving services; and</li> <li>- How being involved in the community aids the skill building, education, support, and monitoring of individuals.</li> </ul>	
<p>(4) Assistance</p>		
<p>(5) Information Sources</p>		

**Impacts on Families**

**Table 3: Impact on Families**

<p>(1) Direct &amp; Indirect Costs &amp; Benefits (Monetized)</p>	<p>Direct Costs: There are no direct monetary costs of this proposed change.</p> <p>Indirect Costs: There are no indirect monetary costs of this proposed change.</p> <p>Direct Benefits: There are no direct monetary benefits of this proposed change.</p> <p>Indirect Benefits: There are no indirect monetary benefits of this proposed change.</p>	
<p>(2) Present Monetized Values</p>	<p>Direct &amp; Indirect Costs</p>	<p>Direct &amp; Indirect Benefits</p>
	<p>(a) \$0</p>	<p>(b) \$0</p>
<p>(3) Other Costs &amp; Benefits (Non-Monetized)</p>	<p>While there are no monetary costs and benefits to families, families of individuals with developmental disabilities can benefit from the adjustments to the handbook through being:</p> <ul style="list-style-type: none"> <li>- Provided with added charts that are more visually stimulating and made for easier processing of information;</li> <li>- Given increased information and education regarding supported decision-making (SDM) that puts choices in order of least to most restrictive;</li> <li>- Given additional information and education on the usage of the online waiver portal, WaMS, that will reduce challenges in how to set up and utilize individual accounts;</li> <li>- Provided additional information on methods to reduce risk of health and safety concerns (families will have increased knowledge on what is monitored through support coordination);</li> <li>- Provided with additional information about which type of medical professional can be of aid for different health concerns; and</li> <li>- Provided with more details on community guides and options for promoting the self-determination of individuals with a developmental disability.</li> </ul>	
<p>(4) Information Sources</p>		

**Impacts on Small Businesses**

**Table 4: Impact on Small Businesses**

<p>(1) Direct &amp; Indirect Costs &amp; Benefits (Monetized)</p>	<p>Direct Costs: There are no direct monetary costs of this proposed change.</p> <p>Indirect Costs: There are no indirect monetary costs of this proposed change.</p> <p>Direct Benefits: There are no direct monetary benefits of this proposed change.</p> <p>Indirect Benefits: There are no indirect monetary benefits of this proposed change.</p>	
<p>(2) Present Monetized Values</p>	<p>Direct &amp; Indirect Costs</p>	<p>Direct &amp; Indirect Benefits</p>
	<p>(a) \$0</p>	<p>(b) \$0</p>
<p>(3) Other Costs &amp; Benefits (Non-Monetized)</p>	<p>While there are no monetizable costs or benefits to small businesses, potential small businesses that could indirectly benefit from changes to the handbook include businesses that provide services within the community, community event organizing businesses, or any other organization within an individual’s local community that allows for the individual to participate with self-determination (more fully) in the community. Outlined in the Community Engagement section of the handbook are ways in which community engagement can support individuals with developmental disabilities. With the changes implemented, local partners are made aware of the roles in:</p> <ul style="list-style-type: none"> <li>- The purpose and goals of the individual involvement in the community;</li> <li>- Allowable activities for participation by individuals; and</li> <li>- How being involved in the community aids the skill building, education, support, and monitoring of the individuals.</li> </ul>	
<p>(4) Alternatives</p>		
<p>(5) Information Sources</p>		

**Changes to Number of Regulatory Requirements**

**Table 5: Regulatory Reduction**

*Change in Regulatory Requirements*

VAC Section(s) Involved	Authority of Change	Initial Count	Additions	Subtractions	Net Change
N/A	<b>Statutory:</b>				
	<b>Discretionary:</b>				

*Cost Reductions or Increases (if applicable)*

VAC Section(s) Involved	Description of Regulatory Requirement	Initial Cost	New Cost	Overall Cost Savings/Increases
N/A				

*Other Decreases or Increases in Regulatory Stringency (if applicable)*

VAC Section(s) Involved	Description of Regulatory Change	Overview of How It Reduces or Increases Regulatory Burden
N/A		

*Length of Guidance Documents (only applicable if guidance document is being revised)*

Title of Guidance Document	Original Length	New Length	Net Change in Length
DD05 Support Coordination: A Handbook for Developmental Disabilities Waiver Support Coordination. (June 2023)	167	144	-23