



## OPERATIONAL MEMO

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| <b>Title:</b> July 1, 2026 Consumer-Directed Attendant Support Services (CDASS) Rate Change                                                                                                       | <b>Topic:</b> CDASS                                |
| <b>Audience:</b> Case Managers, Case Management Agencies                                                                                                                                          | <b>Sub-Topic:</b> Rate Adjustment                  |
| <b>Supersedes Number:</b> N/A                                                                                                                                                                     | <b>Division:</b> Home and Community Based Services |
| <b>Effective Date:</b> May 19, 2026                                                                                                                                                               | <b>Office:</b> Office of Community Living          |
| <b>Expiration Date:</b> May 19, 2028                                                                                                                                                              | <b>Program Area:</b> Community First Choice        |
| <b>Key Words:</b> Case Managers, Case Management Agencies, Home and Community Based Services, HCBS, CDASS, Consumer Directed Attendant Support Services, Rate Change, Community First Choice, CFC |                                                    |
| <b>Legal Authority:</b> N/A                                                                                                                                                                       |                                                    |
| <b>Memo Author:</b> Danielle Krause                                                                                                                                                               |                                                    |
| <b>Operational Memo Number:</b> HCPF OM 26-036<br><b>Issue Date:</b> May 19, 2026<br><b>Approved By:</b> Bonnie Silva                                                                             |                                                    |

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*HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>*

### Purpose and Audience:

The purpose of this Operational Memo is to inform Case Management Agencies (CMAs) and interested stakeholders of the Community First Choice (CFC) rate decrease for Consumer-Directed Attendant Support Services (CDASS) for Homemaker, Personal Care, and Health Maintenance Activities effective July 1, 2026. CMAs must follow the instructions below to complete rate changes for CDASS members.

### Information:

CFC CDASS rates will decrease by 2% effective July 1, 2026.

## Action To Be Taken:

The Department of Health Care Policy and Financing (HCPF) will automatically revise all CDASS Prior Authorization Requests (PARs) in the Bridge to reflect an updated CDASS Allocation that includes the new CDASS rates. The automated process will run in early June 2026. Gainwell Technologies will notify CMAs before and after the automated revision occurs in the Bridge, so that the Case Managers can ensure that the CDASS PAR in the Bridge is accurate prior to the automated system revision.

If Case Managers are unable to enter CDASS PARs in Bridge due to system errors, they must email [hcpf\\_pdp@state.co.us](mailto:hcpf_pdp@state.co.us) by May 29, 2026.

Case Managers do not need to enter PAR information in the Financial Management Services (FMS) Contractor portal.

HCPF will upload CDASS member lists into CMA SharePoint sites by May 15, 2026.

### Case Manager Rate Revision Responsibilities:

- Ensure that all CDASS PARs are accurately entered in Bridge prior to June 1, 2026; PARs that are not approved or accurate in the Bridge prior to the automated system revision will require a manual revision (additional information provided in the table below)
- Once automated Bridge PAR revisions occur, verify that all updates are accurate in both the Bridge and FMS Portals prior to July 1, 2026
- Send a CDASS Allocation Change Notification Letter to the Member at least 10 days prior to the rate change effective date or no later than June 20, 2026
- Add an Activity Log to the Care and Case Management (CCM) System once the Bridge and FMS PARs have been validated and the CDASS Allocation Change Notification Letter has been sent to the Member
  - The Activity Log must include confirmation that the allocation amount in the FMS portal matches the allocation amount in Bridge and that the CDASS Allocation Change Notification Letter has been sent to the member

### Additional Information for Case Managers

CMAs will receive additional information from the training and operations vendor, Consumer Direct of Colorado (CDCO), by May 29, 2026, which will include:

- CDASS Allocation Change Notification Letter template
- Monthly Allocation Worksheets

When notifying Members of their new annual and monthly allocations, Case Managers must use the allocation amounts found in Bridge.

CMAs can expect additional communications from Gainwell Technologies with updates about the automated PAR revisions, including the date the revision occurs. If Case Managers experience any issues with the Bridge, they should contact Gainwell at [ccmhelpdesk@gainwelltechnologies.com](mailto:ccmhelpdesk@gainwelltechnologies.com).

| PAR Scenarios at Time of Automated Revisions                                                                         | Bridge Functionality                                               | Case Manager (CM) Bridge Responsibilities                                                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PAR is current in Bridge and has an active Prior Authorization (PA) number                                           | PAR will update with new units and Bridge will submit the PAR.     | <ul style="list-style-type: none"> <li>• none</li> </ul>                                                                                                                          |
| PAR is entered in Bridge, but does not have an active PA number                                                      | PAR will update with new units, but Bridge will not submit the PAR | <ul style="list-style-type: none"> <li>• Submit the PAR in Bridge</li> </ul>                                                                                                      |
| PAR is entered in Bridge after the system automated revision occurs and has a CDASS start date earlier than 7/1/2026 | PAR will not capture 7/1/2026 rates                                | <ul style="list-style-type: none"> <li>• Complete a manual PAR revision for 7/1 with a new monthly allocation</li> <li>• Submit PAR in Bridge</li> </ul>                          |
| PAR is inactive                                                                                                      | PAR will not update with new units                                 | <ul style="list-style-type: none"> <li>• Complete a manual PAR revision for 7/1 with a new monthly allocation</li> <li>• Submit PAR in Bridge</li> </ul>                          |
| No PAR                                                                                                               | Automated revision will not occur                                  | <ul style="list-style-type: none"> <li>• Create PAR in Bridge</li> <li>• Complete a PAR revision for 7/1 with a new monthly allocation</li> <li>• Submit PAR in Bridge</li> </ul> |

Instructions for completing manual CDASS PAR Revisions can be found on the HCPF [Bridge Training website](#).

#### Timeline and Key Dates

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|-------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Department will provide CDASS member lists to CMAs                                                                                        | May 15, 2026            |
| Consumer Direct of Colorado (CDCO) provides rate change materials to CMAs, including Monthly Allocation Worksheets                        | May 29, 2026            |
| Last date to confirm CDASS PARs in Bridge are accurate and approved for the current certification period prior to automated PAR revisions | June 1, 2026            |
| Automated Bridge Revisions and FMS PAR updates                                                                                            | First week of June 2026 |
| Member Allocation Change Notification Letter Deadline                                                                                     | June 19, 2026           |
| Last date to verify all CDASS PAR revisions are accurate and complete following the automated PAR revisions                               | June 19, 2026           |
| Rate Change Effective Date                                                                                                                | July 1, 2026            |

#### **Attachment(s):**

None

#### **HCPF Contact:**

Participant Directed Programs Unit

[HCPF\\_PDP@state.co.us](mailto:HCPF_PDP@state.co.us)

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