Support Coordinator Flowchart
Applying for Southeast Missouri Autism Project (SEMAP)
Shared Unit Services

Verify Eligibility for SEMAP Services in CIMOR

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Meet with Family to Develop Individual Support Plan

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Provide Family with Autism Information & Resource Packet

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Discuss SEMAP's Service Directory with Family

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If family consents, complete the SEMAP Autism Referral Packet that includes:

1. SEMAP Provider and Services Choice Form
2. SEMAP Referral Form
3. Individual Support Plan with documentation of need for services tied to an outcome
4. Budget Summary (with provider(s), services, CIMOR codes, and units filled in)

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Submit the SEMAP Autism Referral Packet to the Utilization Review Committee.

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Upon final approval (or disapproval) of the plan, the individual and/or responsible party, service coordinator, and provider(s) will be notified within 10 working days.

Support Coordinator Flowchart
Ending Southeast Missouri Autism Project (SEMAP) Shared Unit Services

Services provided through the Southeast Missouri Autism Project (SEMAP) will end when:

An Individual:

Has enrolled in a Medicaid Waiver, or

Is discharged from the Division of Developmental Disabilities, or

Declines to continue receiving Autism Project services, or

The individual transfers to a region where the Autism Project business model does not offer similar services

Complete Provider Disenrollment Form for SEMAP Services

Fax Disenrollment Form to provider.

*Fax/scan/send Disenrollment Form to Utilization Review Coordinator at DD Regional Office.

File original and fax cover sheet in case record.

OR

Autism Project Provider sends Support Coordinator:

Plan Completion Summary indicating Inactive Status, or

Not Interested Letter, or

Exhausted Benefits of Intervention Letter

Complete Provider Disenrollment Form for SEMAP Services

*Fax/scan/send Disenrollment Form to Utilization Review Coordinator at DD Regional Office.

* Method of transmitting information between organizations will be governed by HIPAA. Encrypting or faxing are acceptable methods of ensuring privacy.

12/18/12 kp