



Minnesota Department of Human Services  
Disability Services Division  
PO Box 64967  
St. Paul, MN 55164-0967

October 15, 2018

**Subject: Changes to fiscal services for CDCS and CSG participants**

Dear Minnesota Health Care Programs member:

The Minnesota Department of Human Services (DHS) is making changes to fiscal services for the consumer directed community supports (CDCS) and Consumer Support Grant (CSG) programs. It is important that you follow the directions listed in this letter to select a new fiscal provider.

### What do I need to do?

- Select a financial management services (FMS) provider to replace your fiscal support entity (FSE) by March 31, 2019
- Change from the agency with choice model or fiscal conduit model to the payroll model (if you aren't already using the payroll model)
- Tell your county, tribal nation or health plan which FMS you chose by **March 31, 2019**

### What is changing?

Currently, you are using a fiscal support entity (FSE) to help you with your employer-related tasks and other financial responsibilities. You will now receive assistance from a financial management services (FMS) provider instead of an FSE.

- FMS providers will offer only one employment model – the payroll model. In the payroll model, you (or your designee) will become the employer of your workers.
- If you are currently using the **agency with choice or the fiscal conduit models**, you will need to transition to the **payroll model**. Your new FMS provider will help you with the change.

## How do I make this change?

To avoid a disruption in your CDCS or CSG services, you **MUST** complete **BOTH** of these steps before **March 31, 2019**:

### Step 1: Select an FMS provider

The list of FMS providers that have a contract with the State of Minnesota are listed here. To find out specific information about each provider, go to the DHS webpage Financial management service (FMS) provider information (<http://go.usa.gov/xPjbd>):

- Acumen
- Alliance
- Accra Consumer Choice
- CDI (Consumer Directions Inc)
- Consumer Direct for Minnesota LLC
- GT Independence
- Lifeworks Services, Inc.
- Mains'l
- MRCI
- Orion ISO, Inc.
- Palco
- Partners in Community Supports (PICS).

If the FSE you are currently using is on this FMS provider list, you have the choice to either:

1. Continue to receive services from that provider
2. Select a different provider from the list.

### Step 2: Tell your case manager or your health plan care coordinator which FMS you chose

When you contact your case manager (from your county or tribal nation) or health plan care coordinator, tell them the name of the FMS provider you have selected. You **MUST** contact your case manager or care coordinator to tell them which FMS you chose even if you would like to continue to receive services from your current FSE (if the provider is on the list).

## Whom do I contact if I have questions?

If you have questions, send an email to: [dsdconsumer.directed@state.mn.us](mailto:dsdconsumer.directed@state.mn.us).