RURAL DIFFERENTIAL CLOSURE

NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES
AGING SERVICES DIVISION/HCBS
SFN 212 (10-2016)

Clear Fields

Forward to Aging Services/HCBS within three (3) days of completion.

County Name	Name of Case Manager	
Name of Qualified Service Provider (Last, First)	Qualified Service Provider Number	
Name of Agency (if applicable)	Rural Differential Tier (choose one) ☐ 1 ☐ 2 ☐ 3	
Agency Employee's Physical Address (if applicable)	City	ZIP Code
End Date for Rural Differential Eligibility	Services Provided at Rural Differential Rate	
Funding Source(s) ☐ HCBS/TB Waiver ☐ SPED ☐ exSPED		
Name of Client (Last, First)	Recipient ID Number	
Address	City	ZIP Code

Purpose: The Rural Differential Closure (SFN 212) is used by the Case Manager to cancel the Rural Differential Rate that a Qualified Service Provider (QSP) is receiving for an authorized client. This is to be completed and forwarded to Aging Services/HCBS when the authorized client is no longer eligible for the service that the rural differential has been authorized for, if the mileage requirement is no longer met.

If closing the entire case in addition to the Rural Differential Closure (SFN 212), the HCBS Case Closure/Transfer Notice (SFN 474) must also be completed in order to close the SNF screening and the HCBS case.

If rate needs to be closed for multiple clients, a new form must be generated for each client.

All appropriate boxes must be completed in order to be accepted by the HCBS Administrator.

Always complete the County Name and Case Manager section.

Qualified Service Provider Section: Enter QSP Last and First Name. If employed by Agency, list the Agency Name, QSP Provider Number, Physical Address to include City and ZIP Code. If an agency employee is not required to report to their agency each day because of distance, they must make their address available to the HCBS office for verification - enter employee's physical address in the field. Mark the correct tier level they have been authorized for, as stated on the care plan for authorized client.

Date Eligibility for Rural Differential to End: Enter the date the QSP will no longer be authorized for the rural differential and what services they have been authorized to complete.

Services Provided at Rural Differential Rate: Enter the service(s) the rural differential rate was applied to for identified client. Multiple services may be listed if QSP was providing these with the rural differential rate included.

Funding Sources: Check the appropriate funding source(s) of the authorized client.

Client Section: Enter Client Last and First Name, Recipient ID Number, Physical Address to include City and ZIP Code.

The form is available electronically through the state e-forms website.