



**Missouri Department of Health and Senior Services**

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**Robert Knodell**  
Acting Director

**Michael L. Parson**  
Governor

INFO 06-21-01

June 1, 2021

**MEMORANDUM FOR HOME AND COMMUNITY BASED SERVICES STAFF AND STAKEHOLDERS**

FROM:

Verena Cox, Bureau Chief

A handwritten signature in black ink, appearing to read "Verena Cox".

Bureau of Long Term Services and Supports

SUBJECT:

COVID-19 Relief Funds Audit and Required Documentation

This memorandum is to inform the Department of Health and Senior Services (DHSS), Home and Community Based Services (HCBS) providers, an audit of the HCBS COVID-19 Relief Funds reimbursements is being performed by the Division of Senior and Disability Services (DSDS). The reimbursements were for costs associated with 'Increased Expenses' and 'Business Interruptions' that occurred between March 1, 2020 and December 15, 2020 due to COVID-19.

DSDS is reviewing all information and supporting documentation that was submitted. As insufficiencies are found or additional information and/or documentation is required, DSDS has been and will continue to contact the HCBS provider and request for such items to be submitted. Based on federal guidance and direction, the HCBS provider shall provide the additional required information and/or documentation that is being requested. If DSDS does not receive what is necessary to complete the audit, then recoupment of the funds dispensed to the HCBS provider may be required.

All information and supporting documentation that was submitted must substantiate that it was COVID-19 related.

Questions regarding this memorandum should be directed to [DHSS.CRF@health.mo.gov](mailto:DHSS.CRF@health.mo.gov).

RC/dt

[www.health.mo.gov](http://www.health.mo.gov)

**Healthy Missourians for life.**

The Missouri Department of Health and Senior Services will be the leader in promoting, protecting and partnering for health.

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER: Services provided on a nondiscriminatory basis.