

## EW Budget Exception – Quick Reference Guide

### Introduction

The EW Budget Exception process supports members whose needs exceed their standard case-mix budget limits.

### Exception Types

NF Conversion • Hospital High-Needs • PCA/CFSS Enhanced Rate

### NF Conversion

Requires 30+ day NF stay; EW costs exceed cap; NF per-diem determines conversion maximum.

### Hospital High-Needs

Inpatient only; hospitalization no longer medically necessary; complex needs; costs exceed cap.

### Documentation

Support Plan ID, Assessment ID, justification; NF RA for conversion; hospital verification for High-Needs.

### MnChoices Steps

Open EW Budget Exception Request → Complete form → Leave In Progress → Notify DHS/MCO

### Review & Renewal

Clinical Liaison review; DHS/MCO signature; annual renewal required.