



STATE OF WEST VIRGINIA  
**DEPARTMENT OF HEALTH AND HUMAN RESOURCES**  
BUREAU FOR MEDICAL SERVICES  
350 Capitol Street, Room 251  
Charleston, West Virginia 25301-7307  
Telephone: (304) 558-1700 Fax: (304) 558-1451

Earl Ray Tomblin  
Governor

Rocco S. Fucillo  
Cabinet Secretary

To: TBI Waiver Providers

From: Susan Given, Program Manager  
TBI Waiver Program  
Office of Home and Community-Based Services  
Bureau for Medical Services

Re: Topic: Member Anchor Date

Date: February 19, 2013

The purpose of this communication is to clarify the annual anchor date for members on the Traumatic Brain Injury Waiver.

Upon approval of medical and financial eligibility, the availability of a slot and member enrollment complete with returned selection forms, each member will be assigned an Anchor Date. This fixed date will serve as the 'due date' for the Annual Member Assessment and Service Plan and the reevaluation of the member's medical eligibility (PAS and Rancho), as well as the start date for TBI Waiver service authorizations.

Anchor Date will be established via the following methodology: Anchor date will be established as the first of the next month after medical eligibility was established, but will not be applied until all enrollment activities have taken place (example, establish financial eligibility, return selection forms, formally enrolled into the program).

For example, the medical eligibility date is **1/28/2013**; the Member's Anchor Date would be **02/01/2013**.