

Overview: Service Criteria for Request for Services

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Documentation Reference



1. Behavior Assessment
2. Behavior Support Plan
3. Community Supports Questionnaire
4. CBIA
5. Court Hearing Request
6. Court Orders
7. DWS Rehab Referral
8. Disposition
9. IRS 1-9
10. Functional Assessment
11. Human Rights Review
12. Incident Reports
13. Budget Worksheet
14. DSPD 930
15. DSPD 929
16. Medical Reports
17. Neuro Reports
18. Physical Exam
19. Police/APS/CPS Reports
20. Psych Eval/Assessments
21. Risk Assessment
22. SAS Agreement
23. Log Notes
24. Behavior Data
25. Documentation of Staff Training
26. SIS

Documentation Reference Cont.



- 27. ICAP**
- 28. Person Centered Profile**
- 29. Medication Screens**
- 30. Functional Limitations**
- 31. Adaptation Assessment – EA1/EA2**
- 32. Private Insurance Denial**
- 33. Medicaid Insurance Denial**
- 34. Contractor Bids – SM/EA**
- 35. Monthly Financial Summaries**

What is the Criteria For?



Each Service Code used within the DSPD service system contains certain requirements. The requirements listed on the following slides do not represent new requirements, rather they were all pulled from the existing contract for services and the respective 1915(c) Waivers – Community Supports Waiver (CSW), Acquired Brain Injury Waiver (ABIW), and Physical Disabilities Waiver (PDW).

The criteria will be used as a guiding principle to determine first, if the waiver participant meets the requirements for the usage of that specific service code, then to determine if the service code is applicable to the request for services.

Behavior Consultation 1 (BC1)



For BC1 Services the person must demonstrate that:

-The person has a need for behavior consultation to address targeted behavior that is annoying, worrisome, objectionable, singular, but is not dangerous; and (NS = 12,23,26 and IS = 12, 23, 26, 1, 2, 24)

-The person's behavior plan does not or will not require the use of restraints or intrusive interventions as defined in R539-4 (NS = 0 and IS = 1, 2)

Documentation Requirement – BC1



Behavior Consultation 1 (BC1) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- Justification of proposed number of units

Behavior Consultation 1 (BC1) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- Justification of proposed number of units

Respite Service (RP1)



For RP1 services the person must demonstrate that:

- The person lives with the person's natural care giver; (NS = 23, 28 and IS = 22, 23, 28)
- The person's natural caregiver is responsible for the majority of the person's care; (NS and IS = 23, 28)
- The person's natural caregiver's life circumstances are such that caregiver needs relief or the person needs support during the absence of the caregiver in order to maintain the fundamental health and safety of the person and the caregiver; and (NS and IS = 2, 4, 12, 26, 16, 17, 19, 23)
- The person is receiving service through the Self-Administered Services model (NS = 0, IS = 22)

Documentation Requirement – RP1



Respite Services (RP1) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- Justification of proposed number of units

Respite Services (RP1) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- Justification of proposed number of units

Respite Service (RP2)



For RP2 services the person must demonstrate that:

- The person lives with the person's natural care giver; (NS = 23, 28 and IS = 22, 23, 28)
- The person's natural caregiver is responsible for the majority of the person's care; (NS and IS = 23, 28)
- The person's natural caregiver's life circumstances are such that caregiver needs relief or the person needs support during the absence of the caregiver in order to maintain the fundamental health and safety of the person and the caregiver; and (NS and IS 2, 4, 12, 26, 16, 17, 19, 23)

Documentation Requirement – RP2



Respite Services (RP2) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- Justification of proposed number of units

Respite Services (RP2) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- Justification of proposed number of units

Supported Living Service (SLN)



For SLN services the person must demonstrate that:

-The person has a need for help with multiple categories related to activities of daily living, such as maintaining the person's:

(NS and IS = 23, 26, 12, 16, 27)

- Health and Safety

- Personal care services and basic activities of daily living

- Homemaker services

- Chore services

- Attendant care

- Medication observation and reporting

- Advocacy and communication; and

- Transportation

Supported Living Service (SLN) Cont.



- The person has a need for indirect skill building services such as socialization, self-help, and adaptive and compensatory skills development to aid the person in remaining in the community (NS and IS = 23, 26, 12, 16, 27, 17)
- The person lives with the person's natural caregiver, in the natural caregiver's home; (NS and IS = 26, 16, 28, 23)
- The person lacks natural supports during the day for only intermittent periods of time (NS and IS = 26, 16, 28, 23)

Documentation Requirement - SLN



Supported Living Natural (SLN) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Supported Living Natural (SLN) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Supported Living Service (SLH)



For SLH service the person must demonstrate that:

-The person has a need for help with multiple categories related to activities of daily living, such as maintaining the person's:

(NS and IS = 23, 26, 12, 16, 27)

-Health and Safety

-Personal care services and basic activities of daily living

-Homemaker services

-Chore services

-Attendant care

-Medication observation and reporting

-Advocacy and communication; and

-Transportation

Supported Living Service (SLH) Cont.



-The person has a need for indirect skill building services such as socialization, self-help, and adaptive and compensatory skills development to aid the person in remaining in the community (NS and IS = 23, 26, 12, 16, 27, 17)

-The person's living situation is one of the following:

-The person lives in their own home, alone or with roommates, who are incapable of providing the help needed to maintain the person's health and safety by providing the supports demanded by the person's activities of daily living; (NS and IS = 26, 16, 28, 23)

-The person lives in their home with a spouse, parents, or other natural caregivers who are incapable of providing the needed to maintain the person's health and safety by providing the supports demanded by the person's activities of living (NS and IS = 26, 16, 28, 23)

Documentation Requirement - SLH



Supported Living (SLH) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Supported Living (SLH) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Supported Living Service (SL1)



For SL1 services the person must demonstrate that:

-The person has a need for help with multiple categories related to activities of daily living, such as maintaining the person's: (NS and IS = 23, 26, 12, 16, 27)

- Health and Safety
- Personal care services and basic activities of daily living
- Homemaker services
- Chore services
- Attendant care
- Medication observation and reporting
- Advocacy and communication; and
- Transportation

Supported Living Service (SL1) Cont.



- The person has a need for indirect skill building services such as socialization, self-help, and adaptive and compensatory skills development to aid the person in remaining in the community (NS and IS = 23, 26, 12, 16, 27, 17)
- The person's living situation is one of the following:
 - The person lives in their own home, alone or with roommates, who are incapable of providing the help needed to maintain the person's health and safety by providing the supports demanded by the person's activities of daily living; (NS and IS = 26, 16, 28, 23)
 - The person lives in their home with a spouse, parents, or other natural caregivers who are incapable of providing the help needed to maintain the person's health and safety by providing the supports demanded by the person's activities of living (NS and IS = 26, 16, 28, 23)

Supported Living Service (SL1) Cont.



-That the person is receiving services through the Self-Administered Services model; (NS = 0 and IS = 22)

Documentation Requirement – SL1



Supported Living (SL1) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Supported Living (SL1) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Chore Service (CHA)



For CHA services the person must demonstrate that:

- The person has a need for help with household chores necessary to maintain a clean, sanitary, and safe living environment and that are strenuous in nature; (NS and IS = 23, 26, 12, 16, 27)
- The person is not receiving supported living services or supports in a residential setting;
- The person has no natural supports or lacks the necessary natural supports needed to help with household chores necessary to maintain a clean, sanitary, and safe living environment for the person; and (NS and IS = 26, 16, 28, 23)
- The person's functional limitations are such that the person cannot do household chores necessary to maintain a clean, sanitary, and safe living environment (NS and IS = 30)

Documentation Requirement - CHA



Chore Service (CHA) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Chore Service (CHA) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Chore Service (CH1)



For CH1 services the person must demonstrate that:

- The person has a need for help with household chores necessary to maintain a clean, sanitary, and safe living environment and that are strenuous in nature; (NS and IS = 23, 26, 12, 16, 27)
- The person is not receiving supported living services or supports in a residential setting;
- The person has no natural supports or lacks the necessary natural supports needed to help with household chores necessary to maintain a clean, sanitary, and safe living environment for the person; and (NS and IS = 26, 16, 28, 23)
- The person's functional limitations are such that the person cannot do household chores necessary to maintain a clean, sanitary, and safe living environment (NS and IS = 30)

Chore Service (CH1) Cont.



-That the person is receiving services through the Self-Administered Services model; (NS = 0 and IS = 22)

Documentation Requirement –CH1



Chore Service (CH1) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Chore Service (CH1) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Companion Service (COM)



For COM services the person must demonstrate that:

- The person has a non-medical need for supervision or socialization (NS and IS = 2, 4, 12, 26, 16, 17, 19, 23)**
- The person has no natural supports or lacks the necessary natural supports needed to help the person avoid isolation; and (NS and IS = 2, 4, 12, 26, 16, 17, 19, 23)**
- The person is not receiving personal assistance services, day supports, supported employment, or supports in a residential setting**

Documentation Requirement - COM



Companion Service (COM) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Companion Service (COM) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Companion Service (CO1)



For CO1 services the person must demonstrate that:

- The person has a non-medical need for supervision or socialization; (NS and IS = 2, 4, 12, 26, 16, 17, 19, 23)
- The person has no natural supports or lacks the necessary natural supports needed to help the person avoid isolation; (NS and IS = 2, 4, 12, 26, 16, 17, 19, 23)
- The person is not receiving personal assistance services, day supports, supported employment, or supports in a residential setting; and
- The person is receiving services through the Self-Administered Services model (NS = 0 and IS = 22)

Documentation Requirement – C01



Companion Service (C01) – New Service

Narrative on need to include the following:

- Why new service is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units

Companion Service (C01) – Increase in Service

Narrative on need to include the following:

- Why service increase is justified
- Other alternative supports or mitigation attempts at addressing the issue
- What natural supports are available to the individual
- Justification of proposed number of units