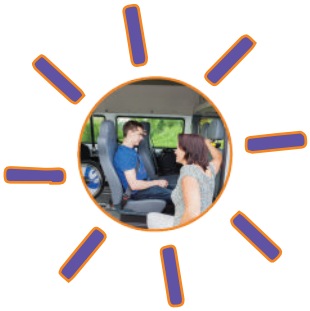
Participant Assistance and Care (PAC)

SERVICE DEFINITION

Participant Assistance and Care (PAC) services are provided in order to allow participants (consumers) with intellectual/developmental disabilities to remain and live successfully in their own homes, function and participate in their communities, and avoid institutionalization. PAC services support and enable the participant in activities of daily living, self-care, and mobility with the hands-on assistance, prompting, reminders, supervision, and monitoring needed to ensure the health, safety, and welfare of the participant.



REIMBURSABLE ACTIVITIES

Reimbursable activities under Participant Assistance and Care services include the following: Activities may include any task or tasks of direct benefit to the participant that would generally be performed independently by persons without intellectual/developmental disabilities or by family members for or on behalf of persons with intellectual/developmental disabilities.

Examples of activities include but are not limited to the following:

- Assistance with personal care, meals, shopping, errands, scheduling appointments, chores, and leisure activities (excluding the provision of transportation)
- Assistance with mobility – including but not limited to transfers, ambulation, use of assistive devices
- Assistance with correspondence and bill-paying
- Escorting the participant to community activities and appointments
- Supervision and monitoring of the participant
- Reinforcement of behavioral support
- Adherence to risk plans o Reinforcement of principle of health and safety
- Completion of task list

Participating on the IST for the development or revision of the service plan (staff must attend the IST meeting in order to claim reimbursement)

SERVICE STANDARDS.

The following service standards apply to Participant Assistance and Care services:

PAC services must follow a written POC addressing the specific needs determined by the participant's assessment and identified in the ISP

Ability to consult with a nurse as needed (on staff or on call for the provider)

DOCUMENTATION STANDARDS

Participant Assistance and Care services documentation must include:

Recorded completion of tasks on a participant-specific Task List (created by the IST) that includes identification of the paid staff members as well as the date and start/stop time of each waiverfunded shift

Documentation in compliance with 460 IAC 6

As applicable, monthly/quarterly reports must be uploaded to Advocare by the chosen service provider on or before the fifteenth day of the following month

Limitations The following limitations apply to Participant Assistance and Care services:

Parent(s), stepparent(s) and legal guardians may not be paid to provide care to minor children while other relatives* or groups of relatives may provide a combined total of up to 40 hours per week in PAC services to a minor child.

Spouses may not provide paid services at all, while reimbursable waiver-funded PAC services furnished to an adult waiver participant by any combination of relatives* and/or legal guardians may not exceed a combined total of 40 hours per week.

Related/relative implies any of the following natural, adoptive and/or step relationships, whether by blood or by marriage, inclusive of half and/or in-law status:

- Aunt (natural, step, adopted)
- Brother (natural, step, half, adopted, in-law)
- Child (natural, step, adopted) First cousin (natural, step, adopted)
- Grandchild (natural, step, adopted)
- Grandparent (natural, step, adopted)
- Nephew (natural, step, adopted) Niece (natural, step, adopted)
- Parent (natural, step, adopted, in-law)
- Sister (natural, step, half, adopted, in-law)
- Spouse (husband or wife)
- Uncle (natural, step, adopted)

Available individually or as a shared service:

- Shared/group services in group sizes no greater than four participants to one paid staff member of the PAC provider (unit rate divided by number of PAC participants sharing service)

ACTIVITIES NOT ALLOWED

- PAC services will not be provided to household members other than to the waiver participants.
- Reimbursement is not available through PAC in the following circumstances:
- When services are furnished to a minor by the parents, stepparents, or legal guardians
- When services are furnished to a participant by the participant's spouse
- When services furnished to a minor by relatives* other than parents, stepparents, or legal guardians exceed a combined total of 40 hours per week
- When services furnished to an adult by any combination of relatives* exceed a combined total of 40 hours per week
- When Indiana Medicaid State Plan services are available for the same tasks
- When services provided are available under the Rehabilitation Act of 1973 or section 602(16) & (17) of the Individuals with Disabilities Education Act
- Homeschooling, special education, and related activities
- When the participant is admitted to an institutional facility (for example, Acute Hospital, Nursing Facility, ICF/IID) For homemaker or maid service
- As a substitute for care provided by a registered nurse, licensed practical nurse, licensed physician, behaviorist, licensed therapist, or other health professional.
- Transportation costs are not include

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Home and community based services

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