



DAY HABILITATION (DHI)



Assisted Independence LLC.

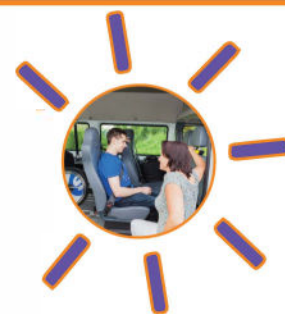
Home and community based services

SERVICE DEFINITION:

Day Habilitation services are specified in the PCISP and support learning and assistance in the areas of: self-care, sensory/motor development, socialization, daily living skills, communication, community living and social skills. Day Habilitation activities are intended to build relationships and natural supports. Services are provided in a variety of settings in the community or in a facility owned or operated by an FSSA-approved provider. Settings are nonresidential and separate from an individual's private residence or other residential living arrangements.

Reimbursable activities include the following:

- Person-centered monitoring, training, education, demonstration or support to assist the individual with the acquisition and retention of skills in the following areas:
 - Leisure activities and community/public events (that is, integrated camp settings)
 - Educational activities
 - Hobbies
 - Unpaid work experiences (for example, volunteer opportunities)
 - Maintaining contact with family and friends
- Training and education in self-direction designed to help individuals achieve one or more of the following outcomes:
 - Develop self-advocacy skills
 - Exercise civil rights
 - Acquire skills that enable self-control and responsibility for services and supports received or needed
 - Acquire skills that enable the individual to become more independent, integrated or productive in the community



SERVICE STANDARDS.

Day Habilitation (DHI) services must be reflected in the PCISP. Services must address needs identified in the person-centered planning process and be outlined in the PCISP.

DOCUMENTATION STANDARDS

Day Habilitation (DHI) services – Individual documentation must include services outlined in the PCISP:

Need for service continuation and justification of goals is to be evaluated annually and reflected in the PCISP

In addition to compliance with documentation requirements outlined in 460 IAC 6, the following data elements are required for each service rendered:

- Name of individual served
- IHCP Member ID of the individual
- Name of provider
- Service rendered
- Time frame of service (include a.m. or p.m.)
- Date of service, including the year
- Primary type of service: Community or Facility
- Notation of the primary location of service delivery
- Notation of the ratio for service delivery
- A brief activity summary of service rendered
- In addition to the brief activity summary of service rendered, provide a description by direct care staff of any issue or circumstance concerning the individual including, but not limited to, significant medical or behavioral incidents or any other situation that may be uncommon for the individual
- Signature that includes at least the last name and first initial of the direct care staff person making the entry

Electronic signatures are permissible when in compliance with the Uniform Electronic Transactions Act (IC 262-8).

Upon request, all data elements must be made available to auditors, quality monitors, Case Managers, and any other government entity.

* The data may reside in multiple locations, but must be clearly and easily linked to the participant or the standard will not be met.

As applicable, monthly/quarterly reports must be uploaded to the BDDS Portal by the chosen service provider on or before the fifteenth day of the follow-ing month

LIMITATIONS

The following limitations apply to Day Habilitation (DHI) services: The allowable participant/staff ratio is 1: 1. Habilitation services reimbursement does not include reimbursement for the cost of the activities in which the individual is participating when they receive skills training, such as the cost to attend a community event.

Note: Effective July 1, 2015, Day Habilitation (DHI) is limited to ten hours per month from their RHS Daily provider for participants who also utilize RHS Daily services under the Community Integration and Habilitation (CIH) Waiver.

ACTIVITIES NOT ALLOWED

The following activities are not allowed under Day Habilitation (DHI) services:

- Services that are available under the Rehabilitation Act of 1973 or PL 94-142
- Skills training for any activity that is not identified as directly related to an individual's habilitation outcome
- Activities that do not foster the acquisition and retention of skills
- Activities that duplicate or replace supports provided through Residential Habilitation and Support (RHS) services.
- Services furnished to a minor by parents, stepparents or legal guardian
- Services furnished to an individual by the individual's spouse

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