



Participant Assistance and Care (PAC)

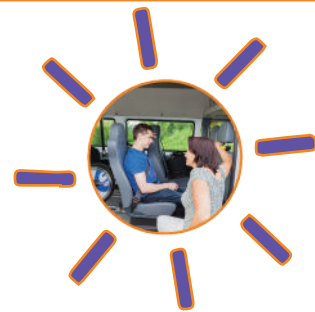


Assisted Independence LLC.

Home and community based services

SERVICE DEFINITION

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



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 individual 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 individual to community activities and appointments
- Support and person-centered monitoring of the individual
- Reinforcement of behavioral support
- Adherence to risk plans
- 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:

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- Participant Assistance and Care services must follow a written PCISP/service authorization addressing the specific needs determined by the individual's assessment and identified in the PCISP
- 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:

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- Recorded completion of tasks on an individual-specific task list (created by the IST) that includes identification of paid staff members as well as the date and start/stop time of each waiver-funded shift
- Documentation in compliance with 460 IAC 6

As applicable, monthly/quarterly reports must be uploaded to the document library of the state's case management system by the chosen service provider on or before the 15th 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

- Services provided to household members other than to the waiver individuals
 - Reimbursable waiver funded services furnished to a waiver participant 18 years or over or by any relatives and/or legal guardians that exceed a total of 40 hours per week per relative
 - Services furnished to a minor by the parents, stepparents or legal guardians
 - Services furnished to an individual by the individual's spouse
 - Tasks that are reimbursable under the Indiana Medicaid State Plan
 - Services that are available under the Rehabilitation Act of 1973 or Section 602 (16) and (17) of the Individuals with Disabilities Education Act
 - Homeschooling, special education and related activities
 - Homemaker or maid service
 - Services provided as a substitute for care by a registered nurse, licensed practical nurse, licensed physician, behaviorist, licensed therapist or other health professional
 - Transportation costs
 - Group sizes greater than four individuals to one paid staff member from the provider of Participant Assistance and Care services, or group sizes exceeding the maximum allowable group size determined by the IST for each group individual
 - Group supports delivered to individuals who are utilizing different support options
- For example, one individual in the group is using Participant Assistance and Care and another individual in the same group setting is using Day Habilitation. This type of activity would not be allowed.

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