

DBHDS
OFFICE OF DEVELOPMENTAL SERVICES
COMMUNITY BULLETIN #6
JUNE 2010

This is the sixth in a series of question and answer communications from the Office of Developmental Supports (ODS) aimed at keeping MR/ID Waiver and Targeted Case Management providers (CSBs and private providers) current regarding the multiple initiatives in which we are all engaged.

The following are actual questions received from CSBs regarding the slot assignment process initiated January 1, 2010 and their responses. While some of them describe specific scenarios, it is hoped that by reviewing these, other CSBs may be able to apply similar interpretations to their completion of the slot assignment process.

1. **Question:** *The "ID Waiver Slot Assignment Process" document instructs CSBs to send the Excel spreadsheet indicating who received available slot(s) following the assignment process to "the designated DBHDS staff." Who is that?*

Response: At this point, please fax, postal mail or e-mail (e-mail **only** if your CSB has secure e-mail capabilities) the spreadsheet to your Community Resource Consultant. Please include your CSB/BHA name, contact person and fax or other contact number on the spreadsheet. At some point in the future, this information will be entered into the "Intellectual Disability On-Line System" (IDOLS) to facilitate the secure exchange of information.

Point of clarification: on the Critical needs Summary, the term "primary caregiver" (and "caregiver" in the "number of caregivers" item) is used to refer to an *unpaid* caregiver. Keep in mind that the ID Waiver regulations define "primary caregiver" as: the primary person who consistently assumes the role of providing direct care and support of the individual to live successfully in the community *without compensation* for providing such care.

2. **Question:** *Regarding the age of primary caregiver question (#1) in the Critical Needs Summary, is it that the caregiver provides financial, emotional and daily living supports or is it that she provides financial or emotional or daily living supports?*

Response: As much as possible, all three. However, we have considered a parent paying the costs for their adult son/daughter to live in a group home (i.e., providing financial and maybe some emotional, but not regular daily living supports) to meet the corresponding item on the LOF. So this would be permissible for purposes of the Critical Needs Summary as well. However, the rationale for exceptions to the "all three" guidance must be defensible. See next question/answer below.

3. **Question:** *When scoring the age of primary caretaker item (#1), what if both parents share in the care equally but they fall into different age categories?*

Response: Score based on the age of the older parent.

4. **Question:** *Regarding the age of primary caregiver item (#1), if the individual is living in an apartment on his or her own (or with a roommate, but not with the parent), but the parent provides the individual financial support and is over the age of 55, may we score the parent according to his/her age?*

Response: Yes, if the parent is providing significant financial support.

5. **Question:** *An individual has a trust fund which is paying for his group home services. There is no family providing care nor is there a guardian. How should the first item on the Critical Needs Summary be scored? How should the “number of caregivers” item be scored?*

Response: Because the individual is supported by paid caregivers (staff) with no family involvement, there would be no score for either the first Critical Needs Summary question or the “number of caregivers” question. Both these questions were designed for those with unpaid caregivers.

6. **Question:** *The instructions for item 4 of the Critical Needs Summary, states that “evidence” should be present that the primary caregiver has a chronic physical or psychiatric disability. What suffices as “evidence?”*

Response: Evidence of a chronic physical or psychiatric disability could include professional experience/observation by the case manager/support coordinator, social history, or written documentation submitted by the caregiver.

7. **Question:** *The instructions document for item 6a of the Critical Needs Summary states that the endangerment should be documented. What suffices as “documentation?”*

Response: The case manager/support coordinator or other staff/professional could have witnessed, there could be hospital records, calls from the family to emergency services or family report.

8. **Question:** *The instructions for item 6b of the Critical Needs Summary gives the example of care giving needs preventing “adequate caregiver rest.” What is “adequate?”*

Response: As people need varying amounts of rest, the amount can be at the discretion of the caregiver, but it should be defensible. The average adult needs 7 - 8 hours of sleep per night.

9. **Question:** *When scoring items 6a (behavioral needs) and 6b (medical/physical care needs), do you score these needs as if no supports are being received or do you factor in the supports they may be getting from EDCD Waiver and/or because the family privately pays for services?*

Response: Score according to the present situation. Therefore, if some supports are being received and this lessens the risk to the primary (unpaid) caregiver this should be reflected in the individual's score. Should the supports become unavailable at some time in the future, the Critical Needs Summary should be redone reflecting the new situation.

10. **Question:** *Regarding the item about "number of caregivers" in the Critical Needs Summary, can we score it as "1 caregiver" if (a) one of the parents is only home on Saturday and Sunday, but out of town during the week, (b) one of the parents is home for two weeks and then out of town for two weeks each month, (c) one parent provides total care and the other parent who is in the home refuses to provide care.*

Response: No to all three examples.

11. *If an individual usually lives with his mother but is temporarily living in a respite group home, due to the fact that the mother is currently in a rehab facility recovering from an accident, how should the individual's situation be scored for "number of caregivers" item?*

Response: Because residence in the group home is a *temporary* respite situation, due to the primary caregiver's emergency, the individual should be scored based on her *permanent* situation: 1 caregiver = mom.

12. **Question:** *The individual for whom the Critical Needs Summary is being completed lives with 2 brothers, of whom Brother A is the representative payee for the individual and Brother A also takes care of Brother B because Brother B has mental health issues. Brother B also provides care for the individual being assessed. Should this be scored as "1 caregiver" for the "number of caregivers" item and also scored for the "environmental concerns" item?*

Response: Yes on both counts.

13. **Question:** *An individual has two living parents. However, one has not had anything to do with her since infancy and does not live in the home. Should we score her as having "1 caregiver" in the Critical Needs Summary?*

Response: Yes.

14. **Question:** *An individual is married and lives with his wife. His wife is diagnosed with mental health issues as well as intellectual disability and she receives weekly mental health support services in order to meet her own personal care needs. Should we score the individual (the husband) as "no caregiver" on the Critical Needs Summary, as his needs are not met by the wife?*

Response: Yes.

15. **Question:** *An individual was on the urgent need waiting list before he entered a nursing home less than six months ago. He would like to leave the nursing home. He has no family caregiver. Does this qualify as “no caregiver” on the “number of caregivers” item?*

Response: Actually in a nursing home, ICF/MR or other congregate setting, the individual has many caregivers in the form of shift staff. This item was really intended to discern number of unpaid caregivers (who might be overwhelmed and exhausted or just not present at all and thus be considered a risk factor to the individual). This would not apply in congregate settings, therefore this gentleman would not receive a score for this item. However, as a current nursing home resident, he may be eligible for a MFP slot once he has resided in the nursing home for 6 months and another residential setting of 4 beds or less that can provide the appropriate supports is located.

16. **Question:** *We are working with an individual whose parents are deceased and her sister has moved into her home to provide care for her. This sister still has her own household to take care of (she is married and helps to support that household, although she has no children of her own). Can we give her the 3 points for the “Environmental Concerns” section of the Critical Needs Summary?*

Response: Yes.