



**TO:** Access Agencies, CHC Service Providers, Home Health Agencies, Physicians, Nurse Practitioners, Physicians Assistants, Medical Clinics, Ambulatory Surgical Centers, Out Patients Hospitals

**RE:** CT Home Care Program for Elders

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### ADULT FAMILY LIVING

Effective 7/1/13 the Department of Social Services added Adult Family Living/Foster Care as a new service under the CT Home Care Program for Elders (CHCPE) and the Personal Care Assistance (PCA) Waivers. The Department is seeking to credential and enroll new providers for this service.

Adult Family Living/Foster Care is defined as: Personal care and supportive services, (homemaker, chore, attendant services, meal preparation) that are furnished CHCPE & PCA participants who reside in a private home by a principal caregiver who lives in the home.

Adult Family Living/Foster Care is furnished to adults who receive these services while living at home in conjunction with residing in the home. Service includes 24 hour response capability to meet scheduled or unpredictable participant needs to provide supervision, safety and security based on Activities of Daily Living, Instrumental Activities of Daily Living, cognitive or behavioral needs.

Service allocation is based on Activities of Daily Living, Instrumental Activities of Daily Living, cognitive or behavioral needs and is determined by the CHCPE or PCA assessment completed by the care manager. Services also include social and recreational activities and cueing or reminders to take medications.

Separate payment will not be made for homemaker or chore services furnished to an individual receiving Adult Family Living/Foster Care services, since these are integral to and inherent in the provision of Adult Family Living/Foster Care services. Therefore, homemaker or chore services cannot be billed when Adult Family Living/Foster Care is in place as a service.

Four levels of Adult Family Living/Foster Care service will be available under the programs:

**Level 1:** service provided to individuals who because of their impairments, require supervision on a daily basis and require cueing or supervision to perform Activities of Daily Living and who may also require management of cognitive or behavioral challenges reimbursed at a rate of \$42.58 per day.

**Level 2:** services provided to individuals who require hands-on assistance with 2 or more Activities of Daily Living on a daily basis reimbursed at a rate of \$63.40 per day.

**Level 3:** services provided to individuals who require hands-on assistance to perform 3 or more Activities of Daily Living or 2 Activities of Daily Living and assistance for the management of co-occurring challenging behaviors or cognitive deficits reimbursed at a rate of \$77.28 per day.

**Level 4:** services provided to individuals who require hands-on assistance to perform 4 or more Activities of Daily Living or 3 Activities of Daily Living and assistance for the management of challenging co-occurring behaviors or cognitive deficits reimbursed at a rate of \$107.06 per day.

The agency that provides the Adult Family Living/Foster Care service is responsible for supervising the supports delivered by the direct care provider. This service may be provided in the home of either the care provider or the participant, whichever is preferable to the participant. The direct provider may be a relative of the participant as long as he or she is not a legally liable relative. Adult Family Living/Foster Care is limited to no more than 3 participants in a home. The Adult Family Living/Foster Care provider may not administer medication but may supervise the participant's self-administration of medication. Payments made for Adult Family Living/Foster Care do not include room and board, items of comfort or convenience, or the

costs of home maintenance, upkeep and improvement.

The provider credentialing process is as follows:  
All agencies interested in providing this service must contact Allied Community resources at 877-722-8833 to initiate the credentialing process.

In order to be an Adult Family Living/Foster Care provider setting, the provider agency must certify that the home is properly maintained and that the interior floors, walls, ceiling and furnishings are clean and in good repair, including the kitchen area, bathroom and participant's bedroom, with adequate ventilation, heating, lighting and stairs. The home should conform to all applicable building codes, health and safety codes and ordinances and meet the participant's need for privacy. The home should also be equipped with a fire extinguisher and an emergency first aid kit. It is the responsibility of the provider agency to ensure that the home meets all of these specifications.

In addition the agency is responsible to verify that the direct caregiver is at least 18 years of age, is in good health, able to follow written and verbal instruction, report changes in a participant's condition, maintain confidentiality, and complete record keeping requirements specified by the provider agency.

The provider agency is responsible for providing nursing oversight/supervision of the care provided by the Adult Family Living/Foster Care provider on a minimum of a bi-monthly basis. Their role includes orientation, competency evaluations in the provision of daily care and ongoing continuing education for the direct caregiver. The provider agency as well as the care manager is responsible to ensure that the health and safety needs of the participant are met. The direct caregiver is responsible for providing nutritionally balanced meals and healthy snacks each day to the CHCPE or PCA participant, consistent with their medical/nutritional needs.

The reimbursement rate does not include room and board. The costs of room and board are negotiated between the direct service provider and the CHCPE or PCA participant.

In order to be credentialed to provide Adult Family Living/Foster Care, the provider agency must provide evidence of its ability to certify that each participating individual home meets all of the requirements included in this description and can demonstrate an ability to monitor the delivery and quality of service provided to the CHCPE or PCA waiver participant. The agency is also responsible for directly or via services under the CHCPE or PCA waiver to provide relief to the direct service provider. Once credentialed, the provider agency must enroll directly with HP Enterprises as a waiver service provider and will submit bills directly to HP through a billing portal as authorized by the care manager. The provider agency is then responsible to pay the direct caregiver.

**Although this bulletin serves to communicate new and important changes, please continue to monitor provider bulletins for more detailed information and system implementation timeframes.**

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