
CHAPTER 9: ADULT DAY HEALTH CARE WAIVER

SECTION: TABLE OF CONTENTS**PAGE(S) 5**

ADULT DAY HEALTH CARE WAIVER**TABLE OF CONTENTS**

SUBJECT	SECTION
OVERVIEW	SECTION 9.0
COVERED SERVICES	SECTION 9.1
Support Coordination	
Standards	
Reimbursement	
Transition Intensive Support Coordination	
Standards	
Service Exclusions	
Service Limitations	
Reimbursement	
Transition Services	
Standards	
Service Exclusions	
Service Limitations	
Reimbursement	
Adult Day Health Care Service	
Standards	
Service Exclusions	
Service Limitations	
Reimbursement	
RECIPIENT REQUIREMENTS	SECTION 9.2
Request for Services Registry	
Admission Denial or Discharge Criteria	
RECIPIENT RIGHTS AND RESPONSIBILITIES	SECTION 9.3
Freedom of Choice of Program	
Freedom of Choice of Providers	
Adequacy of Care	

CHAPTER 9: ADULT DAY HEALTH CARE WAIVER

SECTION: TABLE OF CONTENTS

PAGE(S) 5

Participation in Care
Voluntary Participation
Quality of Care
Civil Rights
Notification of Changes
Grievances/Fair Hearings
Complaint/Help Lines
Rights and Responsibilities Form

SERVICE ACCESS AND AUTHORIZATION**SECTION 9.4**

Provider Selection
Prior Authorization
 Support Coordination
 Transition Intensive Support Coordination
 Transition Services
 Adult Day Health Care
Post Authorization
Changing Providers
 Changing Support Coordination Providers
 Prior Authorization for New Support Coordination Providers
 Changing ADHC Providers
 Prior Authorization for New ADHC Providers

PROVIDER REQUIREMENTS**SECTION 9.5**

Licensure and Specific Provider Requirements
Provider Responsibilities
 Support Coordination Providers
 ADHC Providers
Changes

RECORD KEEPING**SECTION 9.6**

Components of Record Keeping
Retention of Records
Confidentiality and Protection of Records

CHAPTER 9: ADULT DAY HEALTH CARE WAIVER

SECTION: TABLE OF CONTENTS

PAGE(S) 5

Review by State and Federal Agencies
Recipient Records
 Organization of Records, Record Entries and Corrections
 Progress Notes and Summaries

REIMBURSEMENT**SECTION 9.7**

Support Coordination
Transition Intensive Support Coordination
Transition Service
ADHC
 ADHC Provider Cost Reporting
 Direct Care Costs
 Care Related Costs
 Administrative and Operating Costs
 Property Costs
 Transportation Costs
 ADHC Provider Annual Reporting
 Accounting Basis
 Supporting Information
 Allowable Costs
 Non-allowable Costs
 ADHC Provider Audits

PROGRAM OVERSIGHT AND REVIEW**SECTION 9.8**

Health Standards Section Reviews
On-Site Reviews
 Administrative Review
 Personnel Record Review
 Interviews
 Recipient Record Review
Report of Review Findings
Corrective Action Report
 Informal Dispute Resolution (Optional)
Fraud and Abuse
Support Coordination Monitoring

CHAPTER 9: ADULT DAY HEALTH CARE WAIVER

SECTION: TABLE OF CONTENTS

PAGE(S) 5

INCIDENTS, ACCIDENTS AND COMPLAINTS**SECTION 9.9**

Incident/Accident Reports
Critical Incident Reports
Imminent Danger and Serious Harm
Internal Complaint Policy

SUPPORT COORDINATION**SECTION 9.10**

Core Elements
 Intake
 Intake Procedures
 Assessment
 Assessment Process
 Time Frame for Initial Assessment
 Ongoing Assessment Procedures
 Plan of Care Development and Implementation
 Required Procedures
 Required Components
 Building and Implementing Supports
 Required Time Frames
 Changes in the Plan of Care
 Initiating a Change in Plan of Care
 Documentation
 Support Coordination Follow-Up/Monitoring
 Reassessment
 Follow-up Reassessments – Nursing Facility Transitions
 Change in Status Reassessment
 Annual Reassessment
 Transition/Closure
 Closure Criteria
 Procedures for Transition/Closure
Changing Support Coordination Agencies
Other Support Coordination Responsibilities
 Incidents, Accidents and Complaints

CONTACT INFORMATION**APPENDIX A**

CHAPTER 9: ADULT DAY HEALTH CARE WAIVER

SECTION: TABLE OF CONTENTS**PAGE(S) 5**

FORMS**APPENDIX B****BILLING CODES****APPENDIX C****GLOSSARY****APPENDIX D****CLAIMS FILING****APPENDIX E**