
CHAPTER 45: PEDIATRIC DAY HEALTH CARE

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COVERED SERVICES

The Medicaid Pediatric Day Health Care (PDHC) facility per diem includes the following services:

- Nursing care;
- Respiratory care;
- Physical therapy;
- Speech-language therapy;
- Occupational therapy;
- Personal care services (activities of daily living); and
- Transportation to and from the PDHC facility. Transportation shall be paid in a separate per diem.

Documentation Requirements

The PDHC in order to provide services to a recipient must receive prior authorization. To receive prior authorization, the PDHC must submit the following documentation to the fiscal intermediary for each request:

- Physician's Order for PDHC

Services shall be ordered by the recipient's prescribing physician. A face-to-face evaluation must be held every four months between the recipient and prescribing physician.

Physician's orders for services are required to individually meet the needs of each recipient and shall not be in excess of the recipient's needs.

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The order shall contain:

- The recipient's name;
- Date of birth;
- Sex;
- Medicaid ID number;
- Description of current medical conditions including the specific diagnosis codes;
The parent/guardian's name and phone number; and
- The provider's name and phone number.

The physician shall acknowledge if the recipient is medically stable for outpatient medical services. The physician shall sign, date and provide his NPI number.

- "Request for Prior Authorization" PA-16 Form

Certification Period

The case shall be certified for a period not to exceed 180 days.

Parental/Guardian Consent

A signed parental/guardian consent is required for participation in the PDHC. The consent form shall outline the purpose of the facility, parental/guardian's responsibilities, authorized treatment and emergency disposition plans.

A conference shall be scheduled prior to admission with the parent/guardian(s), PDHC representative, and the prescribing physician to begin development of the plan of care.

If the recipient is hospitalized at the time of the referral, planning for PDHC participation shall include the parent/guardian(s), relevant hospital medical, nursing, social services and developmental staff to begin the development of the plan of care that will be implemented following acceptance to the PDHC facility.

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Durable Medical Equipment

Medicaid cannot reimburse a PDHC for durable medical equipment (DME) and supplies that are provided to the recipient through the Medicaid DME program.

Medication

The parent or guardian is to supply medications each day as prescribed by the attending physician or by a specialty physician after consultation and coordination with the PDHC facility. PDHC staff shall administer these medications, as ordered or prescribed, while the recipient is on site.

Medications shall be kept in their original packaging and contain the original labeling from the pharmacy. The medication shall be individually stored in a secure location and Schedule II substances shall be kept in a separately locked and secure box in a secured designated area. The facility shall have established policies and procedures for the handling and administration of controlled substances. The facility shall maintain a record of medication administration. The record shall contain each medication ordered and administered; the date, time, and dosage of each medication administered; and the initials of the person administering the medication.

Transportation

The PDHC facility shall provide or arrange transportation of the recipient to and from the facility; however, no recipient, regardless of his/her region of origin, may be in transport for more than one hour on any single trip. The PDHC facility is responsible for the safety of the recipient during transport. The family may choose to provide their own transportation.

Providers who offer transportation or contract transportation with an agency must adhere to all rules and regulations outlined in the PDHC Facilities, Minimum Licensing Standards governing transportation.

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Parent/Guardian Authorization

The parent/guardian shall provide a signed authorization designating the person(s) the recipient can be released to for transportation purposes. The authorization shall provide the location where the recipient can be picked up or dropped off. The release shall name the facility and to whom the recipient shall be released.

PDHC Facility Transportation/Contracted Transportation

Each driver or attendant shall be provided with a current master transportation list including

- Each recipient's name;
- Pick up and drop off locations; and
- Authorized persons to whom the recipient may be released.

An attendance record shall be maintained by the driver or attendant for each trip. The record shall include the following:

- Driver's name;
- Date of the trip;
- Names of all passengers (recipient and adults) in the vehicle; and
- Name to whom the recipient was released and the time of the release.

This record shall be signed by the driver or attendant and the PDHC representative who accepts and releases the recipient each day.

The driver and one appropriately trained staff member shall be required at all times in each vehicle when transporting any recipient. Staff shall be appropriately trained on the needs of each recipient, and shall be capable and responsible for administering interventions when appropriate.

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Each recipient shall be safely and properly:

- Assisted into the vehicle;
- Restrained in the vehicle;
- Transported in the vehicle; and
- Assisted out of the vehicle.

The driver or appropriate staff person shall check the vehicle at the completion of each trip to ensure that no recipient is left in the vehicle.

During field trips, the driver or staff member shall check the vehicle and account for each recipient upon arrival at, and departure from, each destination to ensure that no recipient is left in the vehicle or at any destination.

Appropriate staff person(s) shall be present when each recipient is delivered to the facility.

PDHC Facility

The facility shall maintain an attendance record. The record shall include:

- Method used to transport the recipient to and from the facility;
- Name of the person transporting the recipient;
- Date and time of the release; and
- Signatures of the driver or parent/guardian and the PDHC representative.

Services Not Covered

The Medicaid PDHC per diem does not include the following services:

- Education and training services;
- Before and after school care;
- Medical equipment, supplies and appliances;
- Parenteral or enteral nutrition;
- Infant food or formula.