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SELF-DIRECTION OPTION

Self-direction is a voluntary service delivery option in the Residential Options Waiver (ROW) that allows the beneficiary (or their authorized representative) to become the employer of the direct service workers they choose to hire to provide their supports. As the employer, the beneficiary or the beneficiary's authorized representative is responsible for recruiting, training, supervising, and managing the direct service workers.

A required component of the self-direction option is the use of a fiscal/employer agent (F/EA) to perform the beneficiary's employer-related financial management services (FMS). Beneficiaries must utilize support coordination services for the development of the plan of care (POC), budget planning, ongoing evaluation of supports and services, and for organizing the unique resources the beneficiary's needs.

Refer to the [Fiscal/Employer Agent \(F/EA\) Manual](#) for additional information.

The beneficiary may choose to self-direct all or part of their community living supports. Beneficiaries can choose to receive other services for which the beneficiary is eligible from a provider agency.

Beneficiaries in the self-direction option must:

1. Be a ROW beneficiary utilizing Community Living Supports;
2. Be able to participate in this option without a lapse or decline in quality of care or an increased risk to their health and welfare;
3. Complete the mandatory training including rights and responsibilities of managing their own services and supports offered by the support coordinator;
4. Understand the right, risks, and responsibilities of managing their own care, effectively managing their POC using an individual budget; or if unable to make decisions independently, have a willing decision maker (authorized representative who is listed on the beneficiaries' POC) who understands the rights, risks, and responsibilities of managing the care and supports of the beneficiary within their individualized budget;
5. Authorized representatives, legally responsible individuals, and legal guardians may be the employer of the self-directed option but may not also be the employee;
6. Legally responsible individuals (such as a parent or spouse) and legal guardians may provide self-directed community living supports services for a beneficiary provided that the care is extraordinary in comparison to that of a beneficiary of

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the same age without a disability and the care is in the best interest of the beneficiary;

7. Family members who are employed in the self-directed option must meet the same standards as direct support staff that are not related to the beneficiary.
8. Family members who live in the home with the beneficiary cannot exceed a total of 40 hours per week when employed in the self-directed option.

Follow all rules and requirements pertaining to self-direction as outlined in the Louisiana Department of Health (LDH), Office for Citizens with Developmental Disabilities (OCDD) Self-Direction Option Employer Handbook.

Termination of the Self-Direction Option

Termination from this option may be either voluntary or involuntary and the support coordinator will assist with the transition:

1. A revision of the plan of care by the support coordinator is required in order to eliminate the F/EA and add the beneficiary's chosen Medicaid-enrolled Direct Service Provider(s) (DSPs);
2. Beneficiaries who return to traditional DSP must remain with this DSP for at least 90 calendar days (three months) before opting to return to the self-direction option if they are eligible to do so;
3. Beneficiaries may choose at any time to voluntarily return to a traditional DSP; and
4. A beneficiary may be removed from Self-Direction and required to return to traditional DSP if there are any violations of the ROW or Self-Direction program rules.

Financial Management Services (FMS)

Financial Management Services (FMS) are provided by a Medicaid enrolled F/EA. The F/EA is the fiscal agent that assures financial accountability for self-direction services.

Refer to the F/EA Manual for additional information at:

<https://www.lamedicaid.com/provweb1/providermanuals/manuals/FEA/FEA.pdf>