

Delmarva iBudget Tool Revisions

Quick Reference Guide – ADT/Life Skills 3

Overview: Under iBudget, Adult Day Training is the same service but has a new name ...Life Skills Development 3. The review tool has been reduced from 19 to 14 standards. There are two new standards and nine standards from the old HCBS review tool that have been removed - these are shaded in gray. There are no changes to the Administrative standards specific to ADT.

The table below compares the old to the new.

Service Specific Standards:

Old – HCBS Waiver	New - iBudget
	The provider maintains Daily Attendance Logs covering services provided and billed during the period under review.
The Implementation Plan was completed within the required timeframes.	The Implementation Plan covering services provided and billed during the period under review is in the record.
The Implementation Plan and all required components are in the record	The Implementation Plan covering services provided and billed during the period under review contains all required components.
	The Implementation Plan is provided to the individual and when applicable, the legal representative, within required time frames. (NEW)
The provider has monthly/quarterly summaries in the record for entire period of review. A monthly/quarterly summary is in the record for each quarter in the period of review.	A Quarterly Summary covering services provided and billed during the period under review is in the record.
The current third Quarterly/Annual Report is in the record.	The third Quarterly/Annual Report covering services provided and billed during the period under review is in the record.
The provider maintains service authorization(s) for the service being rendered and billed for the entire period of review.	The provider maintains Service Authorization(s) covering services provided and billed during the period under review.
The provider renders the service in accordance with the service	The provider renders the service in accordance with the Service

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authorization and the Handbook.	Authorization and the Handbook.
	The Provider is in compliance with billing procedures and the Medicaid provider agreement. (Previously reviewed under another standard)
At least annually, the provider conducts an orientation informing individuals of supported employment and other competitive employment opportunities in the community.	At least annually, the provider conducts an orientation informing individuals of supported employment and other competitive employment opportunities in the community.
The provider addresses the individual’s choices, preferences and service expectations.	The provider addresses the individual’s choices and preferences.
	The provider assists the individual/legal representative to know about rights. (NEW)
The provider has a method in place to gather information about the individual’s physical, behavioral and emotional health on an ongoing basis.	The provider has a method in place to gather information about the individual’s physical, behavioral and emotional health on an ongoing basis.
The provider submits documents to the Waiver Support Coordinator as required.	The Provider submits documents to the Waiver Support Coordinator as required.
<i>The current Implementation Plan is consistent with the corresponding Support Plan.</i>	
<i>The record includes data to support the Implementation Plan.</i>	
<i>Services billed do not exceed the 24qh/6hr maximum per day or 30 hours per week.</i>	
<i>In a facility based ADT, individuals spend a minimum of four hours in specific training and program activities designed to meet their needs and personal goals.</i>	

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<i>Off site ADT services teach specific job skills and other services directed at meeting specific employment objectives.</i>	
<i>The provider assists the individual to achieve identified Support Plan and personal goals.</i>	
<i>The provider assists the individual to increase community participation and involvement based on his/her interests.</i>	
<i>The provider has evidence of teaching the individual/legal representative about the grievance policy as required.</i>	
<i>Individual signs the provider's grievance policy within 30 days of beginning services and annually thereafter.</i>	

Administrative Standards: The following administrative standards are specific **only to Life Skills 3 providers.** Please refer to the Administrative (All) document for information on Administrative requirements applicable to all providers.

Old – HCBS Waiver	New - iBudget
The provider meets all minimum educational requirements and levels of experience.	The provider meets all minimum educational requirements and levels of experience.
The provider completed eight hours of annual in-service training related to the implementation of individually designed services.	The provider completed eight hours of annual in-service training related to the implementation of individually designed services.