

Delmarva iBudget Tool Revisions

Quick Reference Guide – Residential Habilitation (Behavior Focus)

Overview: Residential Habilitation has been separated into three separate tools: Standard, Behavior Focus and Intensive Behavior. Compared to Residential Habilitation, the Behavior Focus review tool has increased from 18 to 20 standards. There are five new standards and a total of seven standards from the old HCBS review tool that have been removed—these are shaded in gray. There are three new Administrative standards specific to Residential Habilitation Behavior Focus.

The table below compares the old to the new.

Service Specific Standards:

Old – HCBS Waiver	New - iBudget
The Provider maintains daily attendance logs.	The provider maintains Daily Attendance Logs covering services provided and billed during the period under review.
The current 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 record includes the current Implementation Plan including all required components.	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)
Record includes monthly/quarterly summaries that reflect progress toward person's goal(s) - if applicable graphic display of acquisition and reduction behaviors related to implementation plan.	A Quarterly Summary covering services provided and billed during the period under review is in the record.
The Provider has a current Annual Report (s) on file.	The third Quarterly/Annual Report covering services provided and billed during the period under review is in the record.
Provider maintains current service authorization(s) for the service	The provider maintains Service Authorization(s) covering services

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being rendered and billed.	provided and billed during the period under review.
Provider renders the service in accordance with the service authorization and the Handbook.	The provider renders the service in accordance with the Service Authorization and the Handbook.
	The provider is in compliance with billing procedures and the Medicaid provider agreement. (Previously reviewed under another standard)
	The Behavior Focused rate has been approved annually by a board certified behavior analyst or designee. (NEW)
	The current and complete Behavior Analysis Service Plan is in the record. (Previously reviewed under another standard)
When applicable, the provider maintains documentation of LRC review dates and recommendations made specific to the plan and review schedules for the plan.	When applicable, the provider maintains documentation of LRC reviews, recommendations and a review schedule for the Behavior Analysis Service Plan.
	New Behavior Analysis Service Plans meeting the requirements in 65G-4.010 are submitted for an initial review and approval (when indicated) by the LRC within 5 working days of implementation. (Previously reviewed under another standard)
Record includes monthly/quarterly summaries that reflect progress toward person's goal(s) - if applicable graphic display of acquisition and reduction behaviors related to implementation plan.	Monthly updates to graphic displays of acquisition and reduction behaviors are in the record for each month of the period of review. (Previously reviewed under another standard)
	Training for caregivers on the Behavior Analysis Service Plan is documented. (NEW)

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The provider addresses the individual's choices and preferences.	The provider addresses the individual's choices and preferences.
Provider addresses the person's interests regarding community participation and involvement.	The provider assists the individual to increase community participation and involvement based on his/her interests.
	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. (NEW)
The Provider submits documents to the Waiver Support Coordinator as required.	The provider submits documents to the Waiver Support Coordinator as required.
<i>If this service is rendered in the family home (to a child aged 16-18), the service is directly related to a training goal on the person's support plan.</i>	
<i>The provider addresses the individual's goals.</i>	
<i>The provider is aware of the person's progress towards or achievement of personal goals.</i>	
<i>Provider addresses person's/legal representative's expectations regarding services received.</i>	
<i>Services are provided at mutually agreed upon times and settings.</i>	
<i>The record includes data to support the current Implementation Plan.</i>	
<i>If the service is rendered in the person's own home, the provider</i>	

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<i>is not the landlord nor has any interest in the ownership of the housing unit.</i>	

Administrative Standards: This section references Administrative standards specific **only to Residential Habilitation Behavior Focus**. 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 behavior modification. (NEW)
	The provider has completed at least 20 contact hours of face-to-face competency-based instruction with performance-based validation/re-certification. (NEW)
	If provider operates Behavior Focus group homes, required on-site oversight for residential services is provided. (NEW)