

## Delmarva iBudget Tool Revisions

### Quick Reference Guide – Respite (for adults)/Personal Supports

**Overview:** Respite for Adults (individuals 21 years of age and older), Personal Care Assistance, and In Home Supports are incorporated into Personal Supports under iBudget. Standards applicable during the review will be determined by how the service is being rendered. For example, if the service is being rendered as Respite, standards that apply to In Home Supports will be scored N/A. The Respite for Adults review tool has increased from 11 to 15 standards. There is one new standard and a total of four standards from the old HCBS Respite review tool that have been removed—these are shaded in gray. Administrative standards specific to Personal Support Providers include a new training requirement to have four hours of in-service training annually.

The table below compares the old to the new.

#### Service Specific Standards:

Old – HCBS Waiver	New - iBudget
The provider has service logs for each date of service.	The provider has complete Service Logs covering services provided and billed during the period under review.
Provider maintains current service authorization(s) for service being rendered and billed.	The provider maintains accurate Service Authorization(s) covering services provided and billed during the period under review.
Provider renders service in accordance with 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. <b>(Previously reviewed under another standard)</b>
	Personal Supports rendered in excess of 32 quarter hour units per day are billed at the daily rate. <b>(Previously reviewed under another standard)</b>

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Old – HCBS Waiver	New - iBudget
	The provider renders services only to individuals living in their own home or family home.
	Provider renders service only to individuals age 21 or older. (Or 18-20 living in a supported living situation or their own home). <b>(Previously reviewed under another standard)</b>
The provider renders services only in the individual's own home, family home, licensed foster home, group home, ALF, or Home for Special Services.	Services are rendered only in the individual's own home, family home or while the individual is engaged in a community activity.
	When the Personal Supports worker lives in the individual's home, the support worker pays an equal share of the room and board for the home.
	If the individual is receiving Personal Supports and Supported Living Coaching, there is evidence of coordination between the services.
The provider addresses the individual's choices and preferences.	The provider addresses the individual's choices and preferences.
	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. <b>(NEW)</b>
The provider has a system in place to gather historical information about the person's behavioral and emotional health with the person's/legal representative's consent.	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	The Provider submits documents to the Waiver Support

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Coordinator as required.	Coordinator as required.
<i>The provider addresses the individual's goals.</i>	
<i>The provider addresses the person's/legal representative's expectations regarding the services he/she is receiving.</i>	
<i>Provider is aware of the person's progress towards or achievement of personal goals.</i>	
<i>Services are provided at mutually agreed upon times and settings.</i>	

**Administrative Standards:** This section references Administrative standards specific **only to Personal Support providers**. Please refer to the Administrative (All) document for information on Administrative requirements applicable to Personal Support 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 has completed 4 hours of annual in-service training. <b>(NEW)</b>