

## Delmarva iBudget Tool Revisions

### Quick Reference Guide – Supported Living Coaching

**Overview:** The Supported Living Coaching (SLC) tool has decreased from 32 to 24 standards. There are two new standards and a total of 16 standards from our old HCBS review tool that have been removed—these are shaded in gray. Administrative standards specific to Supported Living Providers includes a change in how education and experience are determined. This will apply to new hires and only once the iBudget Handbook is promulgated and an effective date is determined.

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 Daily Progress Notes for each date of service provided and billed during the period under review. <b>(Service logs has been changed to Daily Progress Notes)</b>
Current Implementation/Transition Plan was completed within the required timeframes.	The Implementation Plan covering services provided and billed during the period under review is in the record.
Current Implementation/Transition 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. <b>(NEW)</b>
	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 being rendered and billed.	The provider maintains Service Authorization(s) covering services provided and billed during the period under review.

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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.
	Services billed do not exceed 24qh of service per day and 8760qh per year. <b>(Previously reviewed under another standard)</b>
	The service is rendered to a person 18 years of age or older living in his/her own home. <b>(Previously reviewed under another standard)</b>
The Functional Community Assessment is in the file (completed prior to the person moving into the supported living arrangement and updated annually thereafter).	The Functional Community Assessment including annual updates covering services provided and billed during the period under review is in the record.
The initial Housing Survey and ongoing quarterly updates are in the record.	The initial Housing Survey covering services provided and billed during the period under review is in the record.
	The current Financial Profile covering services provided and billed during the period under review was in the record. <b>(Previously reviewed under another standard)</b>
	Documentation of quarterly home visits covering services provided and billed during the period under review is in the record. <b>(Previously reviewed under another standard)</b>
	If the individual is receiving Personal Supports and Supported Living Coaching, there is evidence of coordination between the services. <b>(NEW)</b>
	Provider is in compliance with billing procedures and the Medicaid provider agreement. <b>(Previously reviewed under another standard)</b>
The provider has a system in place to gather historical information	The provider has a method in place to gather information about the

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about the person's behavioral and emotional health with the person's/legal representative's consent.	individual's physical, behavioral and emotional health on an ongoing basis.
The provider addresses the individual's health and health care needs.	The provider ensures the individual's health and health care needs are addressed.
The provider is aware of the individual's safety needs and safety skills.	The provider has assessed safety skills and addressed the safety needs of the individual.
Provider is aware of the individual's history regarding abuse, neglect, and/or exploitation.	The provider is aware of the individual's history regarding abuse, neglect, and/or exploitation.
The provider addresses the individual's choices and preferences.	The provider addresses the individual's choices and preferences.
Provider addresses person's interests regarding community participation and involvement.	The provider assists the individual to increase community participation and involvement based on his/her interests.
Provider identifies methods for teaching individuals about their rights.	The provider has evidence of assisting individual/legal representative to know about rights.
The Provider submits documents to the Waiver Support Coordinator as required.	The provider submits documents to the Waiver Support Coordinator as required.
<i>The provider is aware of the person's progress towards or achievement of personal goals.</i>	
<i>The provider addresses the person's/legal representative's expectations regarding the services he/she is receiving.</i>	
<i>An annual satisfaction survey as described in rule 65G-5.007, F.A.C is in the record.</i>	
<i>The individual's Implementation plan reflects the individual's personal goals.</i>	

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<i>The file includes updated information regarding the demographic, health, medical and emergency information, and a complete copy of the current support plan.</i>	
<i>The provider addresses the individual's goals.</i>	
<i>The individual see's medical and dental professionals routinely and as needed.</i>	
<i>The individual is provided with education related to his/her own health needs, i.e. medications, side effects of medications, medication reviews, preventive healthcare.</i>	
<i>The provider describes how individuals are empowered to make informed decisions regarding their own health.</i>	
<i>The provider describes how individuals are empowered to make informed decisions regarding their own safety.</i>	
<i>The individual is provided with education related to his/her own safety needs.</i>	
<i>The provider knows which rights are important to the individual.</i>	
<i>The provider is responsive to the individual's definition of abuse, neglect, and exploitation and how the individual would report any incidents.</i>	
<i>The provider has an on-call system that allows individuals' access to services for emergency assistance 24 hours per day, 7 days per week.</i>	
<i>Referrals are made to non-HCBS waiver funded resources based</i>	

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<i>upon the individual's expressed need or outcome.</i>	
<i>Services are provided at mutually agreed upon times and settings.</i>	

**Administrative Standards specific to SLC:** This section references Administrative standards specific **only to SLCs.** Please refer to the Administrative (All) document for information on Administrative requirements applicable to SLCs as.

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. <b>Note: iBudget HB Removed: Experience in one of the previously mentioned fields shall substitute on a year-for-year basis for the required college education.</b>
The provider completed required Supported Living Pre-Service training.	The provider completed required Supported Living Pre-Service training.
The provider completed eight hours of annual in-service training.	The provider completed eight hours of annual in-service training.