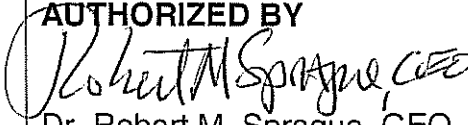


CHAPTER Service Delivery	CHAPTER 02	SECTION 004	SUBJECT 165
SECTION Clinical and Support Services		DESCRIPTION Children's Waiver Program	
WRITTEN BY Tina Close, MA LLP Children's Supervisor	REVISED BY		AUTHORIZED BY  Dr. Robert M. Sprague, CEO

8/17/15

APPLICATION:

- CMH Staff ► CMH Provider Network

POLICY:

It shall be the policy of Lapeer County Community Mental Health to utilize the Children's Waiver Program (CWP) as it relates to the health and safety of the child, factors that affect the family's capacity to provide care for the child at home, or the necessity of providing services to maintain the child in the least restrictive alternative that can meet the child's needs. CWP services shall be utilized for children with behavioral or medical and habilitative needs at home on a consistent daily basis that meet requirements for the level of care for an Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF/IID).

STANDARDS:

Eligibility Requirements: Include all of the following-

1. The child must be under the age of 18.
2. The child must reside in Lapeer County.
3. The child must meet or be below Medicaid income and asset limits when viewed as a family of one (the parent's income is waived).
4. The child must have an intellectual/developmental disability as defined by Michigan State law. An intellectual/developmental disability is not based on

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diagnosis. Instead, an intellectual/developmental disability is based on documented evidence of "substantial functional limitations" in three or more of the following areas (considering the age of the child):

- a. Self-care (bathing, grooming, dressing, toileting, eating)
 - b. Expressive and receptive language
 - c. Learning
 - d. Mobility
 - e. Self-direction
 - f. If a child is age 16 or older: capacity for economic self-sufficiency and independent living can be considered
5. The child must have identified needs for a consistent, aggressive program of in-home services and supports focused on developing skills for the child to function with as much independence as possible and/or to prevent the loss of current abilities.
 6. The child must live with a birth or legally adoptive parent or with a relative who has been named the legal guardian by the court (and who IS NOT paid to provide foster care for the child).
 7. Other requirements and service descriptions can be found in the Children Waiver Program section of the Medicaid Provider Manual.

Process to request Prescreen Assessment:

1. The family will contact the Region 10 Access Center to schedule an intake assessment for children not currently receiving services through LCCMH. For children already receiving services through LCCMH, the family should discuss an assessment for CWP with the child's case holder.
2. An assessment is made by LCCMH children's department. The family should be prepared to discuss the following information during the assessment:
 - a. The needs of the child
 - b. The functional limitations of the child
 - c. In-home help/services being requested
 - d. Family Income
 - e. Insurance Information

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3. Based on the assessment, a pre-screen may be submitted to the Michigan Department of Health and Human Service's on-line system by the assigned LCCMH staff person for scoring.
4. Prescreens are scored using the *Priority Weighing Criteria*, developed and maintained by *Michigan Department of Health and Human Services*.
5. After MDHHS completes the scoring and notifies LCCMH, the assigned LCCMH staff person will contact the family, or the family can contact the staff person if there are questions.
6. If significant changes occur in the child's needs or family situation, adjustments must be made to the screening and submitted to MDHHS.
7. When child/family is accepted for the CWP, an invitation to apply is issued to the family with the highest updated score that meets all requirements at that time.
8. Medicaid status is checked before invitations to apply are issued.
9. Once the family/child receives the invitation to apply, the family must then apply for the CWP.

PROCEDURES:

Supports Coordinator:

1. Individuals performing supports coordination functions must meet the requirements for a Qualified Intellectual Disability Professional (QIDP) and have:
 - a. A minimum of a Bachelor's degree in a human services field. One year of experience working with people with developmental disabilities.
 - b. The supports coordinator will have all trainings needed to provide CWP services as described by local and state requirements
2. Once a child is accepted into the CWP, a supports coordinator will be assigned and assess the child to determine category of care based on MDHHS criteria.

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3. The supports coordinator will develop the Individual Plan of Service (IPOS) with the family based on the determined needs. The supports coordinator will assure the family and all contract staff providing services to the child are trained in the goals of the IPOS prior to any services can be provided. Training documentation will be kept in the electronic health record of the person served. The following will be documented with each training:
 - a. Who gave the training (must be within scope of practice or documented clearly why different)
 - b. Who attended
 - c. Date of training
 - d. Description of training covered
4. Supports coordinator will train and implement revised IPOS goals as described in #3 above.
5. The assigned Support Coordinator maintains the record and is responsible for assessing, planning, linking and monitoring needs of the child/adolescent. The primary role of child supports coordinator is to provide on-going services for those identified as requiring intensive, long-term intervention. The supports coordinator provides continuity for the child/adolescent as he/she makes use of the continuum of services available while formulating one comprehensive person-centered plan of service that integrates all goals and objectives from multiple programs.
6. A person served may be involved in more than one program at the Agency.
7. Child supports coordination provides a means of monitoring the medication; effects, current status, and assuring the at-least monthly appointments with the supports coordinator are kept. Outreach to this population is assertive to prevent regression and hospitalization.
8. Exit Criteria for this program are as follows:
 - a. Child/adolescent is no longer a Lapeer County resident.
 - b. There has been no activity or contact with the child/adolescent despite efforts to involve them for thirty days.
 - c. Child/adolescent no longer demonstrates chronic psychosis and/or debilitating mental illness and no longer requires treatment or medication to live normally within the community without risk of re-hospitalization.
 - d. Child no longer meets medical necessity for CWP Services.
 - e. Child and/or family meet IPOS goals and objectives.

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REFERENCES/EXHIBITS:

1. Michigan Medicaid Provider Manual (Section 14)
2. Priority Weighing Criteria

TC:mgr