

Wood County Board of Developmental Disabilities

PROCEDURE

Procedure #: 02-ALL-ALL-0720 (SS) Subject: Quality Assurance Reviews for Waiver Recipients
Effective Date: 09-15-08 Last Revision: 12-12-17
Person Responsible: Director of Service and Support Administration
Approvals/Date: Brent Bowen 12/19/17 Date Claude R. [Signature] 12/15/17 Date
Superintendent, WCBDD Department Director

The following definitions shall apply:

<p>Home and Community-Based Services – Medicaid funded home and community-based services provided under a Medicaid component administered by the Ohio Department of DD (ODDD). Services may be referred to as an Individual Options or Level 1 Waiver.</p> <p>ISP – Individual Service Plan, a written description of the services, supports, and activities to be provided to an individual</p> <p>SSA – service and support administrators who are certified in accordance with ODDD 's OAC 5123:2-5, who provide the functions of service and support administration. Also called Service Coordinators.</p>
1. All individuals receiving Home and Community-Based Waiver Services in Wood County will have a continuous review process tailored to each individual and identified in the ISP, which ensure health and safety and compliance with Medicaid rules.
2. The assigned SSA shall meet with the individual for face-to-face contact as determined by the individual and team to ensure compliance with minimum standards, based on Ohio Revised Code and Administrative Rule.
3. If waiver services are not scheduled to be delivered at least monthly, the SSA shall monitor and document that the individual's health and safety is being met without waiver services.
4. Monitoring will consist of a combination of telephone, contacts, home visits and periodic face to face contacts as determined by the individual and team. The frequency of contact may be increased as deemed necessary by the SSA.
5. All monitoring contacts shall be documented in a TCM Case Note.

References: OAC 5160-40-01, 5160-48-01, 5123:2-2-03

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