



WCSI
Westmoreland
Casemanagement
and Supports Inc.

Requirements for All Waiver Recipients

Waiver Service Requirements:

As per the PFDS and Consolidated Waiver Agreements, in order for an individual to be determined in need of Waiver services both at the time of initial enrollment into a Waiver and throughout the enrollment period, an individual must require the following:

In order for an individual to be determined to need waiver services, an individual must require:

- a) the provision of at least one waiver service as documented in the service plan, and
- b) the provision of waiver services at least monthly or, if the need for the services is less than monthly, the participant requires regular monthly monitoring which must be documented in the service plan.

Monitoring requirements:

For participants in the P/FDS Waiver, the supports coordinator shall conduct monitoring at the following minimum frequency:

* For waiver participants living with a family member, the supports coordinator shall contact the waiver participant at least once every three (3) months and shall conduct a face-to-face monitoring at least once every six (6) months. At least one face-to-face monitoring every twelve (12) months must take place in the participant's home.

* For waiver participants in any other living arrangement, including but not limited to their own home, Personal Care Homes, or Domiciliary Care Homes, the supports coordinator shall conduct a face-to-face monitoring at least once every three (3) months and shall contact the waiver participant at least once every month. At least one of the face-to-face monitoring visits every six (6) months must take place in the waiver participant's home.

For participants in the Consolidated Waiver, the supports coordinator shall conduct a minimum of three (3) face-to-face monitoring visits every three (3) calendar months. Of these visits:

- At least one (1) of the visits must take place at the waiver participant's residence;
- One (1) visit must take place at the waiver participant's day service; and
- One (1) visit may take place at any place agreeable to the waiver participant.

Please contact your SC if you have questions regarding any of the above requirements.

INTEGRITY, ACCOUNTABILITY, RESPECT, QUALITY, COMMITMENT.

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