

## **ATTENDANT CARE (AC1 and AC2)**

- A. General Description: Attendant Care provides supportive care to the Person in their place of residence or in the community. It is intended to maximize independence and to prevent or delay premature or inappropriate institutionalization. It is also intended to prevent or delay unwanted out-of-home placement. Attendant Care includes provision of a range of assistance that enables the Person to accomplish tasks needed to live as independently as possible.
- B. Population Served: Persons with Intellectual Disabilities or Related Conditions (ID, RC), and/or adults age 18 and older with an Acquired Brain Injury (ABI) as defined in Utah Administrative Rule R539-1. The Person must also be receiving Department of Health and Human Services, Division of Services for People with Disabilities(DHHS/DSPD), Self-Administered Services (SAS), through the Limited Supports Waiver (LSW).
- C. Direct Service Requirements:
1. All General SAS Service Requirements shall be implemented.
  2. Attendant Care may include assistance with any of the following:
    - a. Maintenance of the Person's health and safety;
    - b. Advocacy and communication;
    - c. Activities of Daily Living (ADL);
    - d. Instrumental Activities of Daily Living (IADL);
    - e. Provide routine transportation and assist the person in accessing community services and resources. These include, but are not limited to: finding housing; applying for assistance programs; accessing community activities; and shopping.
    - f. Indirect services such as socialization and self-help that are needed to successfully reside in the community;
    - g. Recommendations outlined in the Person's plans including: behavioral therapy; occupational therapy; physical therapy; and speech therapy. Assistance must be within the extent that is permitted by state laws and as outlined in the Person's Person-centered Support Plan. Implementation activities may include assistance with exercises routines, range of motion, reading the therapist's directions, helping the Person to remember and follow the steps of the plan, or hands-on assistance. It does not include and cannot duplicate the actual service that the professional, paraprofessional, or therapist provides; and
    - h. Direct supervision to the Person while they work on goals at home or in the community.
  3. Employees providing transportation shall ensure:
    - a. Persons are not left unattended in the vehicle;
    - b. Persons use lap/shoulder belts and remain seated while the vehicle is in motion;

- c. Keys are removed from the vehicle whenever the driver is not in the driver's seat, unless the driver is actively operating a lift on vehicles that require the keys to be in the ignition to operate the lift;
- d. All persons in wheelchairs use both the available lap belt and the wheel locks on the person's wheelchair, and available lap/shoulder belt within the vehicle/mechanisms to restrict movement of wheelchairs during travel seat belts, or locking mechanisms to immobilize wheelchairs during travel;
- e. Persons are transported in safety restraint seats when required by Utah State law;
- f. Vehicles used for transporting persons have working door locks and the doors are locked at all times while the vehicle is moving; and
- g. Persons arrive safely at the scheduled time and arranged destination, that no person is left alone along the way to or from day supports even in emergency situations or when the health and safety of others may be in question. If necessary, during an emergency, the driver may wait until another driver arrives to complete the transport.

D. Telehealth Requirements: Attendant Care can be provided through telehealth for support needs that do not require hands-on assistance, and must meet the following requirements:

- 1. Be provided in conjunction with in-person Attendant Care. Telehealth may not be the only service delivery method for a Person using Attendant Care;
- 2. The Person must be provided with an opportunity for informed choice between in-person services and telehealth. Telehealth is at the Person's request, and their consent must be documented in their Person-centered Support Plan;
- 3. The technology used for telehealth is:
  - a. Health Insurance Portability and Accountability Act (HIPAA) compliant, including a secure network requiring authentication, authorization, encryption of data, and ensuring that access to data is limited to authorized personnel;
  - b. Allow for engagement in live two-way audio and visual mode of communication with the Person;
  - c. Owned and operated by the Person, and not the Employee
  - d. The Employer will provide the Person with initial and on-going support regarding the operation of the technology;
- 4. Be provided only when the Person has other opportunities for community integration through other DSPD services that are provided in the community;

5. Does not isolate the Person from the community or from interacting with community members;
6. Is not used solely for the convenience of the Employee;
7. Supports the Person's goals as identified in the Person's Person-centered Support Plan; and
8. The Employer shall ensure the Employee documents the technology is HIPAA compliant and maintains that documentation in the Person's file.

E. Limitations - Attendant Care shall NOT be:

1. Billed during the same times that persons are receiving any other DHHS/DSPD services;
2. Billed for personal needs cost;
3. Billed for room and board; and
4. Billed for overnight care for more than 13 continuous days, not including the date of discharge.

F. Employee Qualifications:

1. Must meet all General SAS Employee Qualifications;
2. Employees providing transportation shall have:
  - a. A current and valid driver's license;
  - b. Current vehicle registration; and
  - c. Current automobile insurance.

G. Specific Training Requirements:

General SAS Service Training Requirements shall be completed before providing services.

H. Service Code Selection: Attendant Care includes service codes AC1 and AC2.

1. AC1 shall be used when providing services that include:
  - a. General supervision and socialization;
  - b. Minimal assistance with routine tasks; or
  - c. Overnight Attendant Care.
2. AC2 shall be used when providing services that include:
  - a. Extensive assistance needs that may be related to the Person's medical condition, behavioral needs, ADLs or IADLs;
  - b. Skills building; or
  - c. The need for the Employee to have a specialized skill or use specialized equipment.

I. Rate:

AC1 and AC2 are a one-to-one service with a quarter-hourly rate.