
MINIMUM DATA SET HOME AND COMMUNITY BASED

Physical Disabilities Waiver

Directive 1.47

Forms: MDS-HC

Authorizing Code: [26B-6-403](#)

Rule: R539-1

Version Date: January 2024

Next Review: January 2026

Purpose

The Minimum Data Set Home and Community-Based (MDS-HC) interRAI assessment shall be completed by a Physical Disabilities Waiver (PDW) administrative case manager:

- to determine eligibility for physical disabilities waiver and non-waiver services;
- to establish level of care for waiver services; and
- for person-centered planning.

MDS-HC findings identify the person's functional limitations and abilities. Findings inform decisions about the type, intensity, and duration of services that meet the person's support needs and goals. The MDS-HC shall be completed during intake for each person applying for physical disability services. For a person in service, the MDS-HC shall be updated annually; and when needed for a second opinion, after an institutional stay, and after a significant change in health status.

- For more information about PDW intake procedure, see Rule R539-1 Eligibility.

Procedures

The MDS-HC is a face-to-face assessment designed to be completed in-person. The assessment relies on a structured interview, clinical assessment protocols, and observation of the person in a physical environment to achieve accurate results.

Standardized Assessment

- Follow the MDS-HC instructions as outlined in the interRAI Home Care Assessment Manual for version 2.0 to ensure that a standardized and person-centered assessment is administered.

- Use the relevant sections of the assessment to explore the person's:
 - Functional capacity
 - Quality of life
 - Physical health
 - Mental health
- Complete clinical assessment protocols (CAP) as indicated in the manual.

Observation

- Use clues from the person's living environment and from caregivers/direct support staff to inform the coding given for each area assessed.

SECOND OPINIONS, INSTITUTIONS, AND SIGNIFICANT CHANGE IN HEALTH STATUS

A new MDS-HC is needed under certain circumstances.

- A second opinion is needed when:
 - the Eligibility Review Committee (ERC) determines that a second opinion is necessary;
 - there is a question about the validity of the person's MDS-HC scores; or
 - a Request for Services (RFS) includes a service increase that is not supported by the most recent MDS-HC.
- A significant change in health status occurs.
- Establishing level of care after an admission to a skilled nursing facility or any other institution.

The PDW program manager assigns a PDW administrative case manager, who is not the person's case manager, to complete an MDS-HC request for a second opinion, significant change, and level of care after admission to an institution.

REMOTE ASSESSMENT

Routine assessments may be completed remotely through any HIPAA compliant product or platform (e.g. Telehealth) at any time, and especially during exceptional circumstances.

- Exceptional Circumstances are:
 - Pandemics

- Infectious illnesses (other than pandemics)
- Severe Weather
- Natural Disasters
- Travel Restrictions

Before conducting an assessment remotely, consider whether the person has any other diagnoses or disabilities that may need additional support during the assessment. Remote assessment requires pre-assessment preparation and modifications. A support person (family, friend, employee) must be available for in-person assistance during the assessment.

Pay particular attention to changes or symptoms related to the exceptional circumstance. Use the relevant sections of the assessment to explore:

- Cognitive or functional losses
- Psychosocial issues
- Any issues related to medication and food
- Any physical health symptoms
- Note: An in-person assessment is required if one of the following conditions exist:
 - no access to internet,
 - no access to a private computer, laptop/tablet, or any other device that could be used for telehealth, or
 - the person is not able to effectively use telehealth software.

MDS-HC Reviews

All MDS-HCs administered as a second opinion will be reviewed with the PDW program manager.

Physical Disabilities Administrative Case Manager

A PDW administrative case manager must be licensed in Utah as a registered nurse (RN).