

## Personal Care

### NFOCUS Service Codes

**Personal Care 5761**

**TBI Personal Care 6222**

### Service Definition

Personal Care is a service of the HCBS Waiver for Aged and Adults and Children with Disabilities (AD) and Traumatic Brain Injury (TBI) which provides needed assistance with Activities of Daily Living (ADLs), health-related tasks or Instrumental Activities of Daily Living (IADLs) provided in a participant's home and other community settings. Personal Care offers a range of assistance to enable waiver participants to accomplish tasks a person would do for themselves if they did not have a disability.

### Conditions of Provision

- A. The need for each activity under Personal Care must be identified during participant assessment and included in the person-centered plan (PCP).
- B. Providers cannot provide services to more than one participant at a time unless otherwise noted in the participant's PCP.
- C. The participant may be authorized for assistance in one or more of the following areas:
  1. Eating: Including assistance with eating and drinking:
    - a. Can include opening packages, cutting food, adding condiments, and other activities the participant is unable to perform for themselves in preparing to eat food.
    - b. When the participant is unable to eat independently, the provider will feed the participant.
    - c. Assistance can include intake of nourishment by other means, such as tube feeding or total parenteral nutrition.
  2. Bathing: Including assistance with a full-body bath or shower:
    - a. Transfers in and out of a tub or shower.
    - b. Cleansing each part of the body.
    - c. Participant preferences with respect to their bathing schedule must be taken into consideration by the provider.
  3. Dressing: Including putting on and removing clothing from the upper and lower body and help with physician-ordered prosthetic or orthotic devices.
  4. Grooming: Including the routine daily personal hygiene of combing hair, brushing teeth, washing, and drying self.
  5. Mobility: Including moving from place to place indoors or outside by walking or other locomotion.
  6. Toileting: Including using a toilet, commode, bedpan, or urinal:
    - a. Getting to and from the toilet;
    - b. Transfer to and from the toilet;
    - c. Management of clothing;
    - d. Cleansing after toilet use; and

- e. Management of ostomy or catheter.
- 7. Transferring: Including moving from one place to another, such as bed to chair and back, and in and out of a vehicle.
- 8. Continence: Including changing incontinence briefs or pads, cleansing, and disposing of soiled articles.
- 9. Health-related services: Including:
  - a. Observation of changes in participant health and notification of family, doctors, and Service Coordinator;
  - b. Health education and counseling;
  - c. Skilled or nursing care;
  - d. Medication administration, or medication management to the extent permitted by state law.
- 10. Vision/Hearing/Communication: Including assisting the participant to use a phone, computer, or device of the participant's choice for their means of communication and other assistance needed due to assessed vision, hearing, or communication needs.
- C. Assistance provided may take the form of hands-on assistance in which the provider performs a task for the person, or cuing where the provider prompts the participant to perform a task.
- D. Services may be provided on an episodic or continuing basis.
- E. Personal Care is provided to the participant in a way to maintain as much independence and privacy as possible.
- F. General household tasks are limited to those necessary for maintaining and operating the participant's home when they are solely responsible for the home.
- G. Participants are responsible for overseeing and supervising individual providers on an ongoing basis.
- H. At least monthly, the Service Coordinator and participant monitor the participant's PCP, including checking the use or non-use of waiver services.
- I. Personal Care is a service for adults aged 18 years and older.
  - 1. When a participant is a child aged 16 or 17 years old and transitioning to adult services, they may receive Personal Care.
  - 2. Child service is limited to additional services not otherwise covered under the Medicaid state plan, including EPSDT, but consistent with waiver objectives of avoiding institutionalization.
  - 3. Services covered under the Medicaid state plan should be furnished to participants under the age of 21 years old as services required under EPSDT rather than Personal Care.
- J. Personal Care does not include habilitation and does not help the participant acquire, retain, or improve self-help, socialization, or adaptive skills.
- K. Personal Care may include the same supports offered in Companion only when these supports are provided along with assistance with ADLs or health-related tasks.
  - 1. When assistance with ADLs or health-related tasks is not needed, Personal Care will not be authorized.
  - 2. This service cannot duplicate the provisions of Companion or Chore.
- L. Personal Care under the AD and TBI waivers differs in scope and nature from personal care offered under the Medicaid state plan as supervision may be provided. A participant cannot be authorized to receive both services at the same time.
- M. A participant cannot be authorized to receive this service at times that overlap with Companion, Adult Day, Respite, Extra Care for Children with Disabilities, or Non-Medical Transportation Services.

- N. Personal Care can only be provided during overnight sleeping hours when the participant's PCP outlines specific care needs that require assistance overnight.
1. The Service Coordinator will include the specific tasks in the service authorization.
  2. These tasks can include, but are not limited to the following:
    - a. Repositioning and turning to prevent pressure sores;
    - b. Attending to participant's incontinence issues; and
    - c. Tracheostomy suctioning.

## Provider Requirements

- A. All providers of waiver services must:
1. Be a Medicaid provider;
  2. Comply with all applicable Titles of the Nebraska Administrative Code and Nebraska State Statutes;
  3. Adhere to standards described in the Division of Medicaid and Long-Term Care Service Provider Agreement;
  4. Complete DHHS trainings upon request; and
  5. Use universal precautions.
- B. Providers of Personal Care must:
1. Have an operational electronic visit verification (EVV) system which allows the check-in and out of service appointments electronically;
  2. Have adequate computer skills and access to the technology for the EVV system; and
  3. TBI Waiver providers must complete DHHS-approved TBI training before providing Personal Care.

## Rates

- A. Rates are set on an individual provider basis through a negotiation process between the provider and the Resource Developer (RD).
- B. Rates are reviewed annually at the time the provider's annual agreement is scheduled to end.
- C. Providers may request renegotiation when a participant's care needs have increased.
- D. Rate negotiating considers the level of participant service needs, skill level of the provider, and geographic location.
- E. Rates are established based on the usual and customary rates that are not more than the provider would charge a private paying individual.
- F. Services may be authorized in frequencies of hourly, daily, or occurrence.
- G. Providers must bill for the quarter of the hour when the participant is not in attendance for a full hour.