

Summary of Changes to DD HCBS Policy Manual

The Department of Health and Human Services (DHHS), Division of Developmental Disabilities (DDD) has revised the Developmental Disabilities (DD) Home and Community-Based Services (HCBS) Policy Manual.

This document provides an overview of the changes made to the DD HCBS Policy Manual, published on October 1, 2025.

Chapter 1 Introduction

No changes.

Chapter 2 Eligibility Entry into Services

2.8 Waiver Participation Requirements

- Added language speaking to the minimum frequency of services on the Family Support Waiver.

Chapter 3 Participant Rights and Rights Restrictions

3.6 Habilitation Programs and Behavior Support Plans

- Added Advanced Practice Registered Nurse (APRN) to those who can complete assessments.

3.8 Emergency Safety Intervention

- Updated language for the requirements of the agency rights review committee

3.10 Complaints

- Added language regarding the participant's personal health information.
- Added information about filing a complaint to DHHS.

Chapter 4 Service Coordination

No changes.

Chapter 5 Person-Centered Planning and Implementation

5.7 Annual Person-Centered Plan Meeting

- Added clarifying language that providers are not required to complete certain standard assessments when an interRAI is complete.

5.11 Habilitation Programs

- Updated language to Charting the LifeCourse.
- Added APRN to Behavior Support Plans.

Chapter 6 Self-Direction

No changes.

Chapter 7 Provider Requirements

7.2 Agency Provider Requirements

- Added Safety Plans and protocols to the records to be maintained.
- Added language, including petty cash to participant finances and property.
- Added guidance that notices need to be given in a language the participants understand.
- Added clarifying language about agency responsibilities for documenting and providing documentation regarding the 15 days and requesting to bill other services.
- Added clarifying language on where to submit written reports of investigations.
- Added requirement for self-assessment to be completed due to a substantial change to the setting, such as changing footprint of the building or rebuilding after severe weather.

7.4 Virtual and Remote Supports as Modalities within Existing Services Provider Requirements

- Updated language indicating the majority of each service provided weekly must be provided in-person.

Chapter 8 Partnership with Vocational Rehabilitation

No changes.

Chapter 9 Central Office Approval

- 9.2 Added Respite to the services needing approval to serve individuals 18 years and older with children 13 years and younger.