

HCBS Provider Manual Update

Office of Waiver and Facility Services

HCBS Provider Manual

HCBS Manual will be updated 7/1/25 to include the following services:

- Children's Attendant Care (Self-Directed)
- Children's Personal Care
- Caregiver Coaching (policies related to this new service will be found on www.dds.sc.gov)

HCBS Provider Manual

The following HCBS Scopes of Services will be updated 7/1/25 as well:

- ADHC Nursing
- ADHC
- Attendant Care Self-Directed
- Case Management
- Institutional Respite
- Tele-monitoring
- Personal Emergency Response System (PERS)
- Pest Control
- Residential Personal Care
- Respite (CRCF)
- Transition Coordination

HCBS Provider Manual Updates

- Program Overview
 - Clarification regarding Waiver vs. State Plan services added for Children’s Personal Care and Children’s Nursing Services
 - Case Management Clarifications were added to review their responsibilities for SCDHHS participants.
 - SCDDSN Waiver Case Managers can refer to www.ddsn.sc.gov for any required activities for your agency.
 - Procedure Code Document was updated.
- Covered Populations
 - Expanded the explanation of the current MCC Waiver Medical Eligibility Assessment Tool and PCSC CASII Dimensions.
- Eligible Providers
 - Updated to include the following scopes
 - Children’s Attendant Care (Self-Directed)
 - Children’s Personal Care – now has its own scope of services
 - Clarification regarding adding Nursing Services to Personal Care Contract
 - Providers who are already enrolled as PCS providers must have a score of less than 100 on their last compliance review to add nursing services.
 - HCBS Settings Requirements Section Added

HCBS Provider Manual Updates

- Covered Services
 - Updated to reflect correct waiver service names and definitions for HCBS Services.
 - Added definitions for Children’s Attendant Care (Self-Directed) Service.
 - Caregiver Coaching services definition added to the Behavior Support Services.
- Utilization Management
 - Clarification added to the prior authorization of services section.
- Reporting/Documentation
 - Clarification added to mandatory reporting information.
 - Providers must report suspected abuse, neglect, and exploitation to the appropriate investigative entity within twenty-four (24) hours or within the next business day of the receipt of the allegation or of witnessing the abuse, neglect, or exploitation.

HCBS Settings Requirements

- Found in Eligible Providers Section of HCBS Provider Manual
- Outlines the definition and requirements per CMS Final Rule
- All **new** providers must show compliance **prior to enrollment**
- **All providers must continue to show compliance** during ongoing compliance/QA/QIO audits by SCDHHS or SCDDSN.
- Includes CMS Exploratory Questions for provider self-assessment for compliance.

Children's Prescriber Information Form

- New form implemented that will be utilized for both Children's Attendant Care and Children's Personal Care
- Can be signed by physician, physician assistant, or nurse practitioner.

Children's Attendant Care (Self-Directed)

- Only children enrolled in the Medically Complex Children's Waiver will be able to utilize this new service
- Allows participant/family member to choose to self-direct in-home personal care services
- Self-directed services are supervised by the participant and/or Employer of Record.
- The identified children's attendant caregiver will be enrolled as an individual provider.
- Children's Attendant Care (Self-Directed) includes the following individuals to provide the service:
 - Parent of a minor
 - Step-parent of a minor
 - Foster parent of a minor

Children's Attendant Care (Self-Directed)

- Children's attendant caregiver must not be a caregiver for agency personal care services
- Children's attendant caregiver will work with a USC Nurse to ensure they meet minimum requirements and are fully trained.
- Children's Attendant Care (Self-Directed) is not an agency provided service but can be authorized in conjunction with agency Children's Personal Care services

Children's Personal Care

- Separate Scope of Service established for Children's Personal Care.
- Children's Personal Care can include the following services:
 - Support for Activities of daily living: bathing, dressing, hygiene, mobility, toileting, or transferring
 - Age appropriate home support (for participants age 16 and above): cleaning, laundry, shopping, home safety, or errands
 - Monitoring condition
 - Monitoring medication
 - Escort to Medicaid covered services, when necessary.
 - Transportation if one of the following criteria are met:
 - Participant is 16 or older
 - Participant record documents the need and all efforts to secure other transportation
 - CM/CC submits request for transportation and received approval from SCDHHS via a response from WES@scdhhs.gov.
 - Strength and balance training
 - Limited assistance with financial matters such as delivering items as age appropriate (age 16 and above)
 - Assistance with communication

Children's Personal Care

- Nurse supervisor must be a Registered Nurse
- Children's Personal Care Competency Evaluation Form implemented for all aides providing Children's Personal Care
 - Additional required training topics added for CPC only: orientation to intellectual disabilities, enteral and parenteral feeding, trach care, and technology-dependent conditions; crisis stabilization and de-escalation of behaviors
 - Must be completed by RN
 - Form will be uploaded in Phoenix Provider Portal on 7/1/25.

Other Scopes

- Across all Scopes
 - Any outdated references to CLTC were replaced with SCDHHS.
- Attendant Care (Self-Directed)
 - PPD requirements updated to reflect changes to current CDC requirements.
 - Attendants who do not comply with annual certification requirements will be terminated.
 - Participants will be given a 10-day notification of attendant termination so that alternative services can be arranged.

Other Scopes

- PERS
 - Must report any contacts with participants to DDSN Waiver Case Manager within 2 working Days
- Personal Care
 - Removed prior approval for setting not in commercial or un-zoned area.
 - Removed CPC references
 - Clarification that nurse supervisors must be employed/contracted directly with the provider.

Other Scopes and documents

- Pest Control
 - Clarification added to EVV instructions for SCDHHS Waivers. Workers must be registered in the Phoenix Provider Portal individually. Each worker must clock in to the EVV system when they are providing the service.

Questions

