

SOUTH DAKOTA COMMUNITY LIVING HOME GUIDE

Developed by the South Dakota Department of Human Services,
Division of Long Term Services and Supports

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Division of Long Term Services and Supports Guide to Community Living Home Services

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What is a Community Living Home?

Community living home residential services offer HOPE waiver participants the opportunity to receive services and supports in a small licensed home. The purpose of this service is to provide necessary care and supervision for the participant and to provide opportunity for the participant to remain in the community in the most integrated setting. Participant needs are addressed in a manner that support and enable the individual to maximize abilities to function at the highest level of independence possible. The service is designed to provide an alternative long-term care option to persons who meet Nursing Facility level of care and whose needs can be met in a community living home. The goal of this service is to provide the participant with the opportunity to remain living in his/her community while receiving necessary care and supervision.

The community living home service is an option for any person who is 65 or over, or 18 or older with a disability that is interested in this type of living arrangement and is a current participant of the Home and Community Based Options and Person Centered Excellence (HOPE) waiver through the Department of Human Services (DHS) Division of Long Term Services and Supports (LTSS) or is eligible for the HOPE waiver.

Benefits of Community Living Homes:

- Participants have another option to receive care where s/he wants to;
- Participants have access to individualized person centered supports in a home-like environment;
- Participants have opportunities to develop meaningful relationships, access typical community resources, and be active members of their community;
- Expands and enhances community-based long term services and supports as an alternative to institutional care.

Definitions

Community Living Home Service: A service that includes routine intermittent personal care, supervision, cueing, meals, homemaker services, chore services, medication management (to the extent permitted under State law), and other instrumental activities of daily living (e.g. transportation for necessary appointments and community activities, shopping, managing finances, and phone use) that is provided to a HOPE waiver participant.

Community Living Home: The licensed setting in which the HOPE waiver participant receives the community living home service. The community living home is the entity responsible for managing the setting and/or staff employed at the community living home.

LTSS Care Plan: A written person-centered plan developed by the LTSS Specialist with a HOPE waiver participant, and others the participant chooses. The care plan must be finalized and agreed to, with the informed consent of the consumer in writing, and signed by all individuals and providers responsible for its implementation. The LTSS Care Plan reflects the services and supports that are important for the individual to meet the needs identified through an assessment of need, as well as what is important to the individual with regards to preferences for the delivery of such services and supports. If a consumer needs special supports or modifications based upon an assessed health and safety need, it must be identified within the LTSS Care Plan. Any modification of the federal regulations for the Home and Community Based Settings (HCBS) Final Rule, as described at CFR 42 § 441.710(a)(1)(vi), must be individualized and addressed in the LTSS Care Plan. If a provider is implementing any modifications to any of these federal home and community-based settings requirements, the modification(s) must be discussed with the LTSS Specialist and documented in the LTSS Care Plan.

The Provider must notify the LTSS Specialist whenever a change in the Consumer occurs and/or a modification may be necessary. The Provider is expected to provide input and participate in the development of the initial and ongoing LTSS Care Plan.

Eligible Consumer: Any person in need of services who has been determined eligible for the HOPE Waiver by LTSS.

Level of Care: The level of care is based on an assessment of needs completed by the LTSS Specialist/Case Manager. Individuals eligible for the HOPE waiver meet the nursing facility level of care.

Person Centered Philosophy: Values, concepts, and tools that are used to promote a person's positive control over the life they have chosen for themselves. The core concept of what is important to (happy, content, satisfied) and important for (healthy, safe and seen as a valued member of their community) a person is the core concept and is foundational during care planning process.

Roles and Responsibilities

Community Living Home Provider

- Provide community living home services in compliance with ARSD 44:82;
- Ensure the basic health and safety needs of the waiver participant are met 24 hours a day, seven days a week;
- Provide routine intermittent personal care, supervision, cueing, meals, homemaker services, chore services, medication management (to the extent permitted under State law), and other instrumental activities of daily living (e.g. transportation for necessary appointments and community activities, shopping, managing finances, and phone use);
- Provide training to staff providing community living home services;
- Actively participate as a member of the LTSS care plan team;
- Collect payment for room and board from a HOPE waiver participant residing in the community living home;
- Submit request for daily rate reimbursement to South Dakota Medicaid;
- Limit the number of consumers being supported to no more than four;
- Comply with the requirements of the Home and Community-Based Settings Final Rule as described at CFR 42 § 441.710(a)(1)(vi).

Department of Human Services/LTSS

The Division of Long Term Services and Supports will provide on-going case management for each consumer. The case manager is an LTSS Specialist, employed by LTSS, who acts as an advocate for the participant and assists the participant and their families in locating providers and services that align with their identified goals/needs. The case manager is responsible for:

- Reassessing the consumer's needs and eligibility at least annually;
- Facilitating the development of the care plan/service plan;
- Determining changes to the care plan/service plan;
- Authorizing additional services by the provider;
- Resolving any consumer concerns and other consumer-related issues;
- Completing quarterly monitoring;
- Educating participants about LTSS services, including shared living options.

Next Steps

Becoming a Community Living Home Provider

Agencies interested in providing community living home services should:

- Review ARSD 44:82 to become familiar with the state requirements for providing community living home services;
- Review the FY2019 Community Living Home Provider Provision available at <http://dhs.sd.gov/ltss/ltssproviders.aspx>;
- Review the HCBS Settings Guide to Expectation and Compliance available at http://dss.sd.gov/docs/medicaid/hcbs_expectations_guide.pdf;
- Develop policies and procedures related to the community living home service;
- Become licensed as a community living home by the Department of Health;
- Request Medicaid enrollment information from LTSS.

Community Living Home Participants

Community living may be a good option for individuals that:

- Are expressing frustration, or whose family is expressing frustration, with intermittent personal care services;
- Have family members who are expressing concern about the participant's safety when s/he is alone;
- Have family members who are worried about the participant's increasing needs, declining health, or "progression" towards institutional care;
- Have an increasing need for more units of personal care and related services;
- Have Alzheimer's or related dementia;
- Have a medical or behavioral health condition that manifests in disruptive behaviors (e.g. wandering, behavior that is considered socially inappropriate);
- Are eligible or may be eligible for the HOPE Waiver:
 - Age 65 or older; or age 18 and over with a qualifying disability;
 - Meet a Nursing Facility of Level of Care;
 - Participate in an assessment of needs;
 - Receive one or more waiver services at least one time per month;
 - Meet financial eligibility as determined by Economic Assistance.

Individuals and/or families interested in participating in a community living home may contact Dakota at Home at 1-833-663-9673.

Resources

- Department of Human Services
 - <http://dhs.sd.gov/>
- Division of Long Term Services and Supports
 - <http://dhs.sd.gov/ltss/default.aspx>
- Administrative Rules of South Dakota
 - Home and Community-Based Services
 - <http://sdlegislature.gov/Rules/DisplayRule.aspx?Rule=67:40:19>
 - Nursing facility care classification
 - <http://sdlegislature.gov/Rules/DisplayRule.aspx?Rule=67:45:01:03>
 - Community Living Home
 - <http://sdlegislature.gov/Rules/DisplayRule.aspx?Rule=44:82>
- HCBS Settings Guide to Expectation and Compliance available at
 - http://dss.sd.gov/docs/medicaid/hcbs_expectations_guide.pdf
- Person Centered Thinking tools
 - <http://www.learningcommunity.us/home.html>
 - <http://helensandersonassociates.co.uk/person-centred-practice/person-centred-thinking-tools/>
- Social Security Administration-When People Need Help Managing Their Money
 - <https://www.ssa.gov/payee/>