April 24, 2015

To: Deaf Blind with Multiple Disabilities Provider Agencies  
Community Living Assistance and Support Services Direct Service Agencies and  
Case Management Agencies  
Financial Management Services Agencies

Subject: IL 15-30  
Implementation of Community First Choice in Community Living Assistance and Support Services or Deaf Blind with Multiple Disabilities Programs

The purpose of this information letter (IL) is to inform Deaf Blind with Multiple Disabilities (DBMD) program providers, Community Living Assistance and Support Services (CLASS) Direct Service Agencies (DSAs) and Case Management Agencies (CMAs) about the implementation of the Community First Choice (CFC) benefit for individuals in the CLASS Program, effective June 1, 2015. This letter does not address CFC services through the consumer directed services (CDS) option or through Medicaid managed care. Requirements regarding CFC services delivered through the CDS option are addressed in IL15-31.

For your convenience, a table of contents for this letter is set forth below:

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Introduction

CFC is a state plan option governed by Code of Federal Regulations (CFR), Title 42, Chapter IV, Subchapter C, Part 441, Subpart K, regarding Home and Community-Based Attendant Services and Supports State Plan Option (Community First Choice) that provides
certain services and supports to individuals living in the community, including individuals in the CLASS and DBMD programs. CFC services are Medicaid state plan services, not waiver services.

**Important Things to Know about CFC**

1. The CFC option offers CFC personal assistance services (PAS), CFC Habilitation (HAB), CFC emergency response services (ERS), and CFC support management services.
2. For CLASS and DBMD, the CFC services of PAS and HAB are combined into one CFC service -- CFC PAS/HAB, which is considered the same service as habilitation in CLASS and residential habilitation in DBMD.
3. All of the tasks and activities delivered through CLASS habilitation or DBMD residential habilitation will be delivered through CFC PAS/HAB.
4. ERS will be provided through CFC ERS, not as an adaptive aid.
5. The reimbursement rate for CFC PAS/HAB will be the same as the current CLASS habilitation and DBMD residential habilitation reimbursement rates.
6. Individuals receiving licensed assisted living or licensed home health assisted living in the DBMD Program or support family services or continued family services in the CLASS Program will not receive CFC services.
7. CFC PAS/HAB and CFC ERS will not be included in the calculation of the individual plan of care (IPC) annual cost for the CLASS and DBMD Programs services. However, the CFC service cost will be included separately on the IPC.
8. Electronic visit verification (EVV) will not apply to DBMD program providers delivering services to individuals enrolled in the DBMD Program. CLASS DSAs that use EVV for habilitation must use it for CFC PAS/HAB.
9. Individuals in the CLASS and DBMD Programs may no longer receive personal assistance services through the HHSC Medicaid benefit of Personal Care Services (PCS). Services currently provided to individuals through PCS will be transitioned over to CFC PAS/HAB. The individual’s CLASS or DBMD provider will be responsible to provide for all of the individual’s personal attendant service and habilitation needs. More information about the transition of PCS to CFC PAS/HAB will be provided at a later date.
10. Individuals must be given the opportunity to participate in person-centered planning process. The person-centered planning process is led by the individual where possible.

**Services Offered Under the CFC Benefit**

In accordance with the state plan amendment approved by the Centers for Medicare & Medicaid Services (CMS) and rules of the Health and Human Services Commission (HHSC) at 1 Texas Administrative Code (TAC) Chapter 354, Subchapter A, Division 27 (relating to Community First Choice), CFC offers the following services:

1. **CFC personal assistance services (PAS)** - Services that provide assistance with activities of daily living (ADLs) and instrumental activities of daily living (IADLs), as defined in 42 CFR §441.505, through hands-on assistance, supervision, and/or cueing. Such assistance is
provided to an individual in performing ADLs and IADLs based on the individual’s person-centered service plan. CFC personal assistance services include:
A. non-skilled assistance with the performance of the ADLs and IADLs;
B. household chores necessary to maintain the home in a clean, sanitary, and safe environment;
C. escort services, which consist of accompanying, but not transporting, and assisting an individual to access personal assistance services or activities in the community; and
D. assistance with health-related tasks as defined in 42 CFR §441.505 in accordance with state laws.

2. CFC habilitation (HAB) - Acquisition, maintenance, and enhancement of skills necessary for an individual to accomplish ADLs, IADLs, and health-related tasks. CFC habilitation is provided to allow an individual to reside successfully in a community setting by assisting the individual to acquire, retain, and improve self-help, socialization, and daily living skills or assisting with and training the individual on ADLs and IADLs. Personal assistance may be a component of CFC habilitation for some individuals’ ADLs. CFC habilitation includes habilitation training, which is interacting face-to-face with an individual, to train the individual in activities such as:
A. self-care;
B. personal hygiene;
C. household tasks;
D. mobility;
E. money management;
F. community integration including how to get around in the community;
G. use of adaptive equipment;
H. personal decision making;
I. reduction of challenging behaviors to allow individuals to accomplish ADLs and IADLs and health-related tasks; and
J. self-administration of medication.

3. CFC emergency response services (ERS) - Electronic devices to ensure continuity of services and supports. These services are available for individuals who live alone, who are alone for significant parts of the day, or have no regular caregiver for extended periods of time, and who would otherwise require extensive routine supervision.

4. CFC support management services - Voluntary training on how to select, manage, and dismiss attendants.

Health-related tasks, in accordance with state law, include tasks delegated by a registered nurse, health maintenance activities, and extension of therapy. An extension of therapy is an activity that a speech therapist, physical therapist or occupational therapist, instructs the individual to do as follow-up to therapy sessions. If appropriate, the individual’s attendant can assist the individual in accomplishing such activities with supervision, cueing and hands-on assistance.

Respite is not a service covered under CFC. Respite will still be provided as a waiver service.
Impact of CFC in the CLASS and DBMD Waiver Programs

For CLASS and DBMD programs, the CFC services of PAS and HAB are combined into one CFC service, CFC PAS/HAB. An individual receiving support family services or continued family services in the CLASS program or receiving licensed assisted living or licensed home health assisted living in the DBMD program, may not receive CFC PAS/HAB.

DADS rules at 40 TAC §42.214(d) and §45.214(b) require that an individual use non-waiver services, such as CFC services, before using a CLASS or DBMD service. Because of this requirement:

- if an individual in the DBMD program needs services similar to residential habilitation, the DBMD program provider must provide CFC PAS/HAB to the individual instead of residential habilitation;
- if an individual in the CLASS program needs services similar to habilitation, the CLASS DSA must provide CFC PAS/HAB to the individual instead of habilitation; and
- if an individual in the CLASS or DBMD program needs services similar to an emergency response system adaptive aid, the CLASS DSA or DBMD program provider must provide the CFC ERS to the individual instead of providing ERS as an adaptive aid.

DBMD Program Provider and CLASS CMA and DSA Responsibilities Related to Implementation of CFC

Including CFC Services on a DBMD Individual Program Plan Narrative (IPP) or CLASS Habilitation Plan

Functional assessments for CFC will be based on existing CLASS (habilitation plan) or DBMD (individual program plan narrative) forms that have been revised to reflect CFC services. If an individual requests a plan revision after June 1, 2015, providers are required to use the revised forms to justify the IPC revision. The original DBMD IPP and CLASS habilitation plan forms can still be used to justify the services that remain unchanged. The CLASS/DBMD/CFC Habilitation Plan form is optional for DBMD. The IPP narrative is still required and has also been revised to reflect CFC.

Including CFC Services on an Individual Plan of Care (IPC)

A DBMD provider or CLASS CMA and DSA must ensure that CFC services are on the IPC of an individual if the individual would have received residential habilitation in DBMD, habilitation in CLASS, or ERS as an adaptive aid as follows:

- For an individual whose service planning team (SPT) meets, before June 1, 2015, to develop an initial IPC, to renew or revise an existing IPC, the DBMD provider or CLASS CMA and DSA:
  - if the IPC includes residential habilitation or habilitation, may continue to include residential habilitation or habilitation on the IPC until the IPC is renewed on or after June 1, 2015; and
• if the IPC includes ERS as an adaptive aid, may continue to include this service on the IPC as an adaptive aid until the IPC is renewed on or after June 1, 2015.

• For an individual whose SPT meets on or after June 1, 2015, to renew the IPC, the DBMD provider or CLASS CMA and DSA must:
  o if the individual needs CFC PAS/HAB, ensure that the renewal IPC includes CFC PAS/HAB and does not include residential habilitation or habilitation on the IPC; and
  o if the individual needs CFC ERS, ensure that the renewal IPC includes CFC ERS and does not include ERS as an adaptive aid on the IPC.

• For an applicant enrolling in the CLASS or DBMD program whose SPT meets, on or after June 1, 2015, to develop the initial IPC the DBMD provider or CLASS CMA and DSA must:
  o if the applicant needs CFC PAS/HAB, ensure that the initial IPC includes CFC PAS/HAB and does not include residential habilitation or habilitation on the IPC; and
  o if the applicant needs CFC ERS, ensure that the initial IPC includes CFC ERS and does not include an emergency response system as an adaptive aid on the IPC.

CLASS Determination of Need for CFC Services, Inclusion on IPC, and Development of Individual Program Plan (IPP)

• The CLASS case manager must ensure that the SPT determines whether the individual needs CFC PAS/HAB using the person-centered planning process in the same manner the SPT would have determined a need for CLASS habilitation. The SPT also determines the individual’s need for CFC ERS services based on the definition of CFC ERS in this letter. If the SPT determines that the individual needs CFC PAS/HAB or CFC ERS, the case manager must include the service on the IPC as if the service were a CLASS program service.

• If CFC PAS/HAB or CFC ERS is included on the individual’s IPC, the case manager must complete an IPP for each CFC service based on the decisions made by the service planning team.

• If CFC PAS/HAB is included on an authorized IPC, the CLASS CMA or DSA must develop a CFC PAS/HAB plan (a modified version of the current CLASS/DBMD Habilitation Plan) for delivering the service in accordance with the plan.

For purposes of this letter, person-centered planning means the process described in 42 CFR §441.301.

DBMD Determination of Need for CFC Services, Inclusion on IPC, and Development of IPP

• The DBMD case manager must ensure that the SPT determines whether the individual needs CFC PAS/HAB using the person-directed planning process in the same manner the SPT would have determined a need for residential habilitation. The SPT also determines the individual’s need for CFC ERS services based on the definition of CFC ERS in this letter. If the SPT determines that the individual needs CFC PAS/HAB or CFC ERS, the case manager must include the service on the IPC as if the service were a DBMD program service.
• If CFC PAS/HAB or CFC ERS is included on the individual’s IPC, the case manager must include the service and a plan for delivering the service on the IPP based on the decisions made by the SPT.

Provision of CFC Support Management

If an individual in the CLASS or DBMD Program is receiving CFC PAS/HAB and would like training on how to select, manage and dismiss attendants, the DSA or DBMD program provider must provide CFC support management to the individual by providing information developed by DADS and available on DADS website.

Cost of CFC Services Not Included in IPC Cost for CLASS or DBMD Program Services

The cost of CFC PAS/HAB and CFC ERS is not included in the calculation of the IPC cost as described in 40 TAC §45.201(a)(5) and §42.201(5). However, the cost of the CFC services will be included in a separate location on the IPC.

Service Provider Requirements

Requirements Regarding Service Providers of CFC PAS/HAB and CFC ERS

• Except as provided below, a DBMD provider or CLASS DSA must ensure that a service provider of CFC PAS/HAB services:
  o is at least 18 years of age;
  o has:
    • a high school diploma or a certificate recognized by a state as the equivalent of a high school diploma; or
    • documentation of a proficiency evaluation of experience and competence to perform the job tasks that includes:
      ▪ a written competency-based assessment; and
      ▪ at least three written personal references from persons not related by blood that indicate the ability to provide a safe, healthy environment for the individuals being served;
  o is not the parent of an individual who is under 18 years of age or the spouse of an individual; and
  o meets any other qualifications requested by the individual or legally authorized representative (LAR) based on the individual’s needs and preferences.
• A qualified service provider of habilitation in the CLASS Program who was hired before June 1, 2015 may be a service provider of CFC PAS/HAB. The service provider must meet any other qualifications requested by the individual or LAR based on the individual’s needs and preferences.
• A DBMD provider or CLASS DSA must, if requested by an individual:
allow the individual to train a CFC PAS/HAB service provider in the specific assistance needed by the individual and to have the service provider perform CFC PAS/HAB in a manner that comports with the individual’s personal, cultural, or religious preferences; and

ensure that a CFC PAS/HAB service provider attends training provided by or through HHSC or DADS so that the service provider can meet any additional qualifications desired by the individual.

- A DBMD provider or CLASS DSA, to provide CFC ERS, must:
  - be licensed as a personal emergency response system provider in accordance with 25 TAC Chapter 140, Subchapter B (relating to Personal Emergency Response System Providers); or
  - contract with a personal emergency response system provider licensed in accordance with 25 TAC Chapter 140, Subchapter B.

### Compliance Requirements

#### Compliance with CLASS and DBMD Program Rules

- Except as provided in the third bullet under this heading, a DBMD provider, CLASS CMA or DSA must comply with 40 TAC Chapters 42 and 45 respectively, as if CFC PAS/HAB and CFC ERS are CLASS or DBMD program services, including:
  - in accordance with 40 TAC §45.214(b) or §42.214(d), ensuring that a CFC service meets specified criteria; and
  - in accordance with 40 TAC §45.805(a) or §42.404(e), ensuring that a CFC service is provided in accordance with the individual’s IPC and IPP;
  - in accordance with 40 TAC §42.212(k)(1), completing an individual program plan (form to be revised); and
  - in accordance with 40 TAC §45.805(c) or §42.404(c)(2), having a written process that ensures that staff persons are or can readily become familiar with individuals to whom they are not ordinarily assigned but to whom they may be required to provide a CFC service.

- Except as provided in the third bullet under this heading, a DBMD provider, CLASS CMA or DSA must comply with 40 TAC Chapter 42 or 45 respectively, as if CFC PAS/HAB is CLASS habilitation or DBMD residential habilitation, including:
  - in accordance with 40 TAC §45.214(a)(1)(A), ensuring that a habilitation plan (form to be revised) is developed for submission to DADS;
  - in accordance with 40 TAC §45.224 or §42.223(c), complying with the process to provide CFC PAS/HAB in an emergency or to prevent immediate jeopardy to an individual; and
  - in accordance with 40 TAC §45.702 or §42.404, complying with requirements regarding the provision of CFC PAS/HAB outside the catchment area.

- A DBMD provider, CLASS CMA or DSA is not required to comply with the following provisions of 40 TAC Chapter 42 or 45 regarding CFC PAS/HAB and CFC ERS:
  - 40 TAC §45.202 or §42.202 regarding maintenance of the CLASS or DBMD Program interest list (there is no interest list for CFC services); and
  - 40 TAC §45.218 regarding service limits for habilitation and residential habilitation (there is no service limit for CFC PAS/HAB).
• Other provisions in 40 TAC Chapters 42 or 45 regarding the operation and oversight by DADS of the CLASS and DBMD programs apply as if CFC PAS/HAB and CFC ERS are CLASS or DBMD program services.

Compliance with Chapter 49

• As a reminder, a contractor for the CLASS or DBMD program, must comply with Chapter 49 of this title, Contracting For Community Services, regarding all services provided, including CFC services. For example, a DBMD provider, CLASS CMA or DSA must comply with:
  o 40 TAC §49.304(b)-(f), Background Checks, regarding applicants and service providers of CFC PAS/HAB and CFC ERS;
  o 40 TAC §49.310(3), Abuse, Neglect, and Exploitation Allegations, regarding service providers of CFC PAS/HAB and CFC ERS;
  o 40 TAC §49.305, Records, regarding development and maintenance of records for CFC services; and
  o 40 TAC §49.312, Personal Attendants, regarding payment of a base wage to service providers of CFC PAS/HAB.

• Other provisions in 40 TAC Chapter 49 regarding the oversight and monitoring by DADS of the CLASS and DBMD programs apply as if CFC PAS/HAB and CFC ERS are CLASS or DBMD program services.

Compliance with CLASS and DBMD Program Information Letters and Program Manuals

A DBMD provider, CLASS CMA or DSA must comply with DADS information letters and CLASS provider manuals or DBMD program manuals as if CFC PAS/HAB and CFC ERS are CLASS or DBMD program services.

Billing and Rates

Billing and Reimbursement Rates for CFC PAS/HAB and CFC ERS

The reimbursement rate for CFC PAS/HAB will be the same as the current CLASS habilitation and DBMD residential habilitation reimbursement rates. The ERS rate is a cost ceiling and is currently $29.76 (once per month). Therefore, DBMD program providers or CLASS DSA must bill the actual amount paid for CFC ERS, which may be no more than $29.76. The current rates, as established by HHSC, can be found here.

CLASS/DBMD New Service Codes (SAS/MESAV)

• The service codes associated with the new CFC services are:
  o 10CFC – CFC PAS/HAB
  o 10CFV – CDS CFC PAS/HAB
  o 20CFC – CFC ERS
  o 63CFV – CDS CFC FMS
Eligibility Requirements/Fair Hearings

Eligibility for CFC Services

An individual is eligible for CFC services provided by a DBMD provider, CLASS CMA or DSA if the individual meets the criteria described in:

- 40 TAC §45.201 or §42.201;
- 1 TAC §354.1362; and
- the next two headings.

An individual’s diagnostic and functional eligibility for CFC services is determined based on information from eligibility assessments and documented in the Intellectual Disability/Related Condition assessment form.

Requirement for Provision of One CLASS or DBMD Service for All Individuals

In accordance with federal requirements, an individual must, in addition to meeting other eligibility criteria for the CLASS or DBMD Program, receive at least one CLASS or DBMD service annually. Case management does not meet the annual service requirement. In addition, an individual must receive a CLASS or DBMD service monthly or receive monitoring monthly to be eligible for the CLASS or DBMD Program. For example, if an individual receiving habilitation or residential habilitation and dental treatment begins receiving CFC PAS/HAB services, the individual will be eligible for the CLASS or DBMD Program if the individual receives dental treatment and monthly case management.

A DBMD or CLASS case manager must inform an applicant or individual or LAR of the eligibility criteria described under this heading as follows:

- for an applicant, during the enrollment process; and
- for an individual or LAR, as soon as possible, but no later than 90 calendar days after June 1, 2015, and annually thereafter.

Monthly CLASS/DBMD Service Requirement for Individuals Receiving CFC Services with Medical Assistance Only (MAO) Medicaid

Individuals receiving Supplemental Security Income (SSI) benefits are categorically eligible for SSI Medicaid. Medicaid recipients not certified for SSI Medicaid are classified as Medical Assistance Only (MAO) Medicaid recipients. In addition to the requirements under the previous heading, as a recipient of MAO Medicaid, the individual must at least monthly, receive a CLASS or DBMD Program service in order to be eligible for CFC services as required by 42 CFR §441.510(d). Monthly monitoring by a case manager is a CLASS or DBMD Program service and
therefore, meets this monthly requirement.

- A DBMD or CLASS case manager must inform an applicant or individual who receives MAO Medicaid (or the LAR of the applicant or individual) of the eligibility criteria described under this heading as follows:
  - for an applicant, during the enrollment process; and
  - for an individual or LAR, as soon as possible, but no later than 90 calendar days after June 1, 2015, and annually thereafter.

**Fair Hearing**

An individual whose request for eligibility for CFC services is denied or an individual whose services have been terminated, suspended, denied, or reduced by DADS, receives notice of the right to request a fair hearing in accordance with 1 TAC Chapter 357, Subchapter A (relating to Uniform Fair Hearing Rules). An individual who is enrolled in the CLASS or DBMD Program whose CFC services are terminated may be able to receive CFC services through Medicaid managed care.

**DSA Staff and Case Manager Requirements**

**Person-Centered Service Planning Training Requirements**

A CLASS CMA must ensure that:
- CMA employees who are responsible for completion of the person-centered service plan, hired on or before June 1, 2015, complete person-centered service planning training delivered by the Institute for Person Centered Practices or other person-centered training developed and delivered in a manner approved by the Health and Human Services Commission within two years after June 1, 2015. For CMA employees hired after June 1, 2015, the training must be completed within two years after the hire date.

A CLASS DSA must ensure that:
- DSA employees or contractors who are responsible for completing the functional needs assessment, hired on or before June 1, 2015, complete person-centered service planning training delivered by the Institute for Person Centered Practices or other person-centered training developed and delivered in a manner approved by the Health and Human Services Commission within two years after June 1, 2015. For DSA employees or contractors hired after June 1, 2015, the training must be completed within two years after the hire date.

A DBMD program provider must ensure that:
- employees or contractors responsible for completion of the person-centered service plan, hired on or before June 1, 2015, complete person-centered service planning training delivered by the Institute for Person Centered Practices or other person-centered training developed and delivered in a manner approved by the Health and Human Services Commission within two
years after June 1, 2015. For provider employees or contractors hired after June 1, 2015, the training must be completed within two years after the hire date.

- DBMD provider employees or contractors responsible for completing the functional needs assessment, hired on or before June 1, 2015, complete person centered service planning training delivered by the Institute for Person Centered Practices or other person-centered training developed and delivered in a manner approved by the Health and Human Services Commission within two years after June 1, 2015. For provider employees or contractors hired after June 1, 2015, the training must be completed within two years after the hire date.

**Requirement to Give Individuals or LARs Information about CFC**

Before July 1, 2015, a case manager must give each individual receiving CFC PAS/HAB:

- a copy of the attached letter regarding CFC services; and
- an oral explanation of the information in the letter.

The letter may be securely emailed or mailed to the individual followed by a phone call or delivered to the individual during a quarterly review or other face-to-face meeting.

**CLASS and DBMD Form Revisions**

**Revised Forms:**

Based on the implementation of the CFC option, DADS has revised the following forms which are available for CLASS at [http://www.dads.state.tx.us/handbooks/classpm/forms/index.asp](http://www.dads.state.tx.us/handbooks/classpm/forms/index.asp) and for DBMD at [http://www.dads.state.tx.us/handbooks/DBMD/forms/index.asp](http://www.dads.state.tx.us/handbooks/DBMD/forms/index.asp). The following forms will be available May 1, 2015: 3596, 3621, 3621-T, 6500, 6500-T, 6501, 3629, 8606. The remaining forms will be available June 1, 2015.

**CLASS and DBMD Forms**

1. DADS Form 3596 CLASS/DBMD - Habilitation Plan
2. DADS Form 3628 Provider Agency Backup Plan
3. DADS Form 8598 Non-Waiver services
4. DADS Form 8605 Documentation of Completion of Purchase
5. DADS Form 3598 Individual Transportation Plan

**CLASS**

1. DADS Form 3595 IPP Service Review
2. DADS Form 3621-T CLASS – IPC Service Delivery Transfer Worksheet
3. DADS Form 3599 Habilitation Service Provider Orientation/Supervisory Visits
4. DADS Form 3621 CLASS – Individual Plan of Care
5. DADS Form 3657 Pre-Enrollment Assessment
6. DADS Form 3625 Documentation of Services Delivered
7. DADS Form 8606 Individual Program Plan
8. *New DADS Form 3629 CLASS IPP Addendum*
DBMD
1. DADS Form 6500 Individual Plan of Care
2. DADS Form 6500-T IPC Service Delivery Transfer Worksheet
3. *New DADS Form 6501 Individual Program Plan Narrative form
4. DADS Form 6503 DBMD Summary of Services Delivered

Information Letters and Rule Changes

As necessary, DADS will provide additional information regarding the implementation of the CFC option through ILs. Also, DADS will propose amendments to 40 TAC Chapter 45, 40 TAC Chapter 42, the CLASS provider manual and the DBMD program manual to address the requirements regarding CFC services described in this IL. DADS is planning webinars to continue educating DBMD providers, CLASS DSAs and CMAs about CFC. As dates are determined, alerts will be sent via GovDelivery and information posted on the DADS web pages dedicated to DBMD providers, CLASS CMAs and DSAs.

For questions about the content of this IL, contact the CFC Policy mailbox at CfcPolicy@dads.state.tx.us.

Sincerely,

[signature on file] [signature on file]

Donna Jessee                 Elisa J. Garza
Director                    Assistant Commissioner
Center for Policy and Innovation     Access and Intake

Attachments:
Letter to Individuals in the Community Living Assistance and Support Services Program Receiving Habilitation
Letter to Individuals in the Deaf Blind with Multiple Disabilities Program Receiving Residential Habilitation
April 24, 2015

To: Individuals in the Community Living Assistance and Support Services Program Receiving Habilitation

Subject: New Medicaid Benefit – Community First Choice

The purpose of this letter is to let you know about a new Medicaid benefit called Community First Choice (CFC), which begins June 1, 2015. CFC, which is not a waiver service, includes personal assistance services/habilitation (PAS/HAB), emergency response services (ERS), and support management. Because you are enrolled in the Community Living Assistance and Support Services (CLASS) Program and receiving habilitation services, you do not need to take any action to receive CFC PAS/HAB. If you are interested in ERS or support management, ask your case manager for more information.

Starting June 1, 2015, you will receive PAS/HAB instead of habilitation. Your service provider will perform the same types of activities in providing PAS/HAB as he or she did in providing habilitation. PAS/HAB is also available through the consumer directed services (CDS) option.

If you have a button that you push for emergencies, this service is called ERS in the CLASS Program. This service will continue as a benefit through CFC ERS.

Support Management is training on selecting, managing and dismissing a service provider.

**Important Things You Need to Know**

- CFC services will continue to be delivered through your current CLASS provider or if you use the CDS option to hire your own employees, you can continue to use the staff you have now.
- You must receive at least one CLASS service per month, which may be a phone call or visit from your case manager, to be eligible for CFC services.
- The cost of your CFC services are not included in the cost of your CLASS services.
Your case manager will contact you about this letter to answer any questions.

Sincerely,

[signature on file]              [signature on file]
Donna Jessee                   Elisa J. Garza
Director                      Assistant Commissioner
Center for Policy and Innovation Access and Intake
April 24, 2015

To: Individuals in the Deaf Blind with Multiple Disabilities Program Receiving Residential Habilitation

Subject: New Medicaid Benefit – Community First Choice

The purpose of this letter is to let you know about a new Medicaid benefit called Community First Choice (CFC), which begins June 1, 2015. CFC, which is not a waiver service, includes personal assistance services/habilitation (PAS/HAB), emergency response services (ERS), and support management. Because you are enrolled in the Deaf Blind with Multiple Disabilities (DBMD) Program and receiving habilitation services, you do not need to take any action to receive CFC PAS/HAB. If you are interested in ERS or support management, ask your case manager for more information.

Starting June 1, 2015, you will receive PAS/HAB instead of residential habilitation. Your service provider will perform the same types of activities in providing PAS/HAB as he or she did in providing habilitation. PAS/HAB is also available through the consumer directed services (CDS) option.

If you have a button that you push for emergencies, this service is called ERS in the DBMD Program. This service will continue as a benefit through CFC ERS.

Support Management is training on selecting, managing and dismissing a service providers. Let your case manager know if you would like to receive this service.

**Important Things You Need to Know**

- CFC services will continue to be delivered through your current DBMD provider if you use the CDS option to hire your own employees, you can continue to use that staff you have now.
- You must receive at least one DBMD service per month, which may be a phone call or visit from your case manager, to be eligible for CFC services.
- The cost of your CFC services are not included in the cost of your DBMD services.
Your case manager will contact you about this letter to answer any questions.

Sincerely,

[signature on file]  [signature on file]

Donna Jessee  Elisa J. Garza
Director  Assistant Commissioner
Center for Policy and Innovation  Access and Intake
24 de abril de 2015

Para: Personas en el Programa de Servicios de Apoyo y Asistencia para Vivir en la Comunidad que reciben habilitación

Asunto: Nuevo beneficio de Medicaid, Community First Choice

El motivo de esta carta es hacerle saber sobre un nuevo beneficio de Medicaid llamado Community First Choice (CFC), que comienza el 1 de junio de 2015. CFC, que no es un servicio opcional, incluye servicios de ayudante personal y de habilitación (PAS/HAB), servicios de respuesta a emergencias (ERS) y apoyo administrativo. Como usted está inscrito en el programa de Servicios de Apoyo y Asistencia para Vivir en la Comunidad (CLASS) y recibe servicios de habilitación, no necesita tomar ninguna acción para recibir PAS/HAB de CFC. Si está interesado en ERS o apoyo administrativo, pídale más información a su administrador de casos.

A partir del 1 de junio de 2015, usted recibirá PAS/HAB en lugar de servicios de habilitación. Su proveedor de servicios realizará el mismo tipo de actividades al brindarle PAS/HAB como las que realizaba cuando le brindaba servicios de habilitación. Los PAS/HAB también están disponibles con la opción de Servicios Administrados por el Cliente (CDS).

Si tiene un botón que presiona para casos de emergencia, este servicio se llama ERS en el Programa CLASS. Este servicio se seguirá brindando como beneficio por medio de ERS de CFC.

El apoyo administrativo es capacitación en cómo seleccionar, administrar y despedir a un proveedor de servicios.

**Cosas importantes que debe saber**

- El proveedor de CLASS que tiene ahora le seguirá prestando los servicios de CFC o, si usa la opción de CDS para contratar a sus empleados, podrá seguir usando el personal que tiene ahora.
- Para calificar para servicios de CFC, tiene que recibir por lo menos un servicio de CLASS por mes, que podría ser una llamada telefónica o una visita del administrador de casos.
- El costo de los servicios que recibe de CFC no se incluye en el costo de sus servicios de CLASS.
Su administrador de casos se comunicará con usted para hablar de esta carta y contestar cualquier pregunta que tenga.

Atentamente

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Donna Jessee Elisa J. Garza
Director Assistant Commissioner
Center for Policy and Innovation Access and Intake
24 de abril de 2015

Para: Personas en el Programa para Personas Sordociegas con Discapacidades Múltiples que reciben servicios de habilitación residencial

Asunto: Nuevo beneficio de Medicaid, Community First Choice

El motivo de esta carta es hacerle saber sobre un nuevo beneficio de Medicaid llamado Community First Choice (CFC), que comienza el 1 de junio de 2015. CFC, que no es un servicio opcional, incluye servicios de ayudante personal y de habilitación (PAS/HAB), servicios de respuesta a emergencias (ERS) y apoyo administrativo. Como usted está inscrito en el Programa de Personas Sordociegas con Discapacidades Múltiples (DBMD) y recibe servicios de habilitación, no necesita tomar ninguna acción para recibir PAS/HAB de CFC. Si está interesado en ERS o apoyo administrativo, pídale más información a su administrador de casos.

A partir del 1 de junio de 2015, usted recibirá PAS/HAB en lugar de servicios de habilitación residencial. Su proveedor de servicios realizará el mismo tipo de actividades al brindarle PAS/HAB como las que realizaba cuando le brindaba servicios de habilitación. Los PAS/HAB también están disponibles con la opción de Servicios Administrados por el Cliente (CDS).

Si tiene un botón que presiona para casos de emergencia, este servicio se llama ERS en el Programa de DBMD. Este servicio seguirá siendo un beneficio por medio de ERS de CFC.

El apoyo administrativo es capacitación en cómo seleccionar, administrar y despedir a un proveedor de servicios. Digale a su administrador de casos si desea recibir este servicio.

**Cosas importantes que debe saber**

- El proveedor de DBMD que tiene ahora le seguirá prestando los servicios de CFC; si usa la opción de CDS para contratar a sus empleados, podrá seguir usando el personal que tiene ahora.
- Para calificar para servicios de CFC, usted tiene que recibir por lo menos un servicio de DBMD por mes, que puede ser una llamada telefónica o visita del administrador de casos.
- El costo de los servicios que recibe de CFC no se incluye en el costo de sus servicios de DBMD.
Su administrador de casos se comunicará con usted para hablar de esta carta y contestar cualquier pregunta que tenga.

Atentamente

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Donna Jessee                Elisa J. Garza
Director                  Assistant Commissioner
Center for Policy and Innovation  Access and Intake