

Case Manager Responsibilities & Documentation Requirements on Service Plan Addendum

* Below are requirements that must be met for the pest eradication service. It is the case managers responsibility to assure each requirement is met and documentation of such is completed on the Service Plan Addendum.

- Service only available to member's residing in their own home or renting a free-standing single dwelling unit.
- Determine if landlords are required to provide the service (by reviewing member's leasing/renters agreement).
- Convene a Change in Need service plan meeting.
- Have a reasonable assurance the member plans to live on the property for the foreseeable future if pest control services are provided
- Document need for services (through CM direct observation or member report)
- Ensure no other resource is available to have service done
- Ensure local health departments or other available resources cannot provide the service
- Review member's service plan to assess infestation risk and develop a Risk Mitigation Plan using the Service Plan Addendum to address any risk of health and safety for the member resulting from the infestation and/or use of pest control materials/sprays/substances.
- Determine if member has any health conditions that need to be considered
- Document Amount, Duration and Scope of services
- Include name of pest control business and estimated cost for treatment
- SP Addendum must reflect changes in personal attendant services provided and shared with the personal attendant agency.
- Include any informal support that could assist the member until the infestation is eliminated.
- Consult pest control provider to determine likelihood of reinfestation
- Determine if reinfestation would negatively impact member's health and safety
- Document justification for on-going services in service plan
- Contact landlord to convey importance of maintaining adjoining properties once member's property is treated.
- Provide member with educational materials to aid in keeping a treated residence pest free in the future.

Forms to Submit to UMC through ANG for Pest Eradication Request

- Prior Authorization Cover Sheet
- Service Plan Addendum
- Secretary of State Evidence-of Business License
- Business is listed on the LPAB