

Tip Sheet

Personal Attendant and Occupational/Speech/Physical Therapy Plan-Home and Community Goals

TBI Waiver Personal Attendant services are defined as long-term direct care and support services that are necessary in order to enable a person to remain at home rather than enter a nursing home, or to enable a person to return home from a nursing home. (512.18.1-Personal Attendant Services)

The Personal Attendant's primary function is to provide hands-on personal care assistance outlined in the Service Plan. As time permits, Personal Attendants may also provide other incidental services for participant. **At no time may the time spent on incidental services exceed the amount of time spent on hands-on personal care assistance.** Personal Attendants may also assist the person to complete essential errands and community activities. (512.18.2-Personal Attendant Responsibilities)

Direct Care Assistance- Hands-on /Cueing/Supervision with Activities of Daily Living (ADLs)

Personal Attendant Services may include direct care assistance with the following types of Activities of Daily Living (ADL): Eating, Bathing, Grooming, Dressing, Toileting, Transferring, Mobility and Prompting for self-administration of medications. Personal Attendant Services may include one or more of the following types of assistance:

- Bathing at Participant's preferred time, going to the grocery store or assistance with buttons/snaps for dressing.
- Helps the Participant move from room to room around their homes.
- Dressing, bathing, and completing basic hygiene tasks.
- Assist with medication: includes prompting at right time, providing liquid and assistance in self-administering medication. Documentation of who prepares medication.

Incidental Services- Personal care assistance such as changing linens, meal preparation and light housekeeping

- Ensures that individuals take their prescribed medications.
- Prepares meals that adhere to special dietary considerations.
- Assists with light cleaning and housework. Light housekeeping: i.e. dusting, vacuuming, mopping, straightening rooms that the Participant uses.
- Laundry: only the clothing and household items such as sheets, towels that Participant dirties.
- Making and changing the bed.
- Washing dishes: only the dishes dirtied for and by the Participant.

Essential Errands-Activities that are essential for the person receiving TBIW services to live as independently as possible and remain in his/her own home.

(See page 52-53 for definitions and examples)

Runs errands to the grocery store, laundromat, cleaners, drugstore, and other necessary locations.

- Examples include: shopping for groceries, getting hair-cut, picking up medication for the Participant.

Community Activities- Are those that offer the participant an opportunity to participate and integrate into their local communities and neighborhoods.

(See page 53)

Taking the Personal Care member to an activity in the community so that he/she may be fully integrated in and participate with his/her community

- Examples include: playing bingo, going to gym, visiting family/friends, out to eat.

Prompting/Supervision - Personal attendants may provide supervision to the member, if he/she requires prompting and supervision for ADLs/IADLS

Those services which the person can perform with supervision and/or cueing (giving a signal or reminding member to do a task)

- Examples include cueing for: Meal preparation, eating, bathing, dressing, taking medication as scheduled, toileting, transferring, and maintaining continence.

Implementation of a home Speech Therapy plan

Communication and cognitive exercises may be a covered activity by the personal attendant to the member if the activity is on the member's Service Plan and there is a written occupational therapy and/or speech therapy home program. (See page 52)

- Oversees any required rehabilitation exercises.

Implementation of a home Occupational Therapy plan and continue with implementation of Physical Therapy

Personal attendants may provide assistance with Range of Motion (ROM) exercises, including walking, if there is a current/valid order from a physical therapist (PT) and/or a Doctor. If there is no order, the activity should be provided as Informal Support until the case management agency is able to secure an order (see page 50)

- Passive Range of Motion (ROM) is an example of an activity needing a physician's order which specifically describes the activities needed and the number of times per day and length of time per session needed.
- Oversees any required rehabilitation exercises.