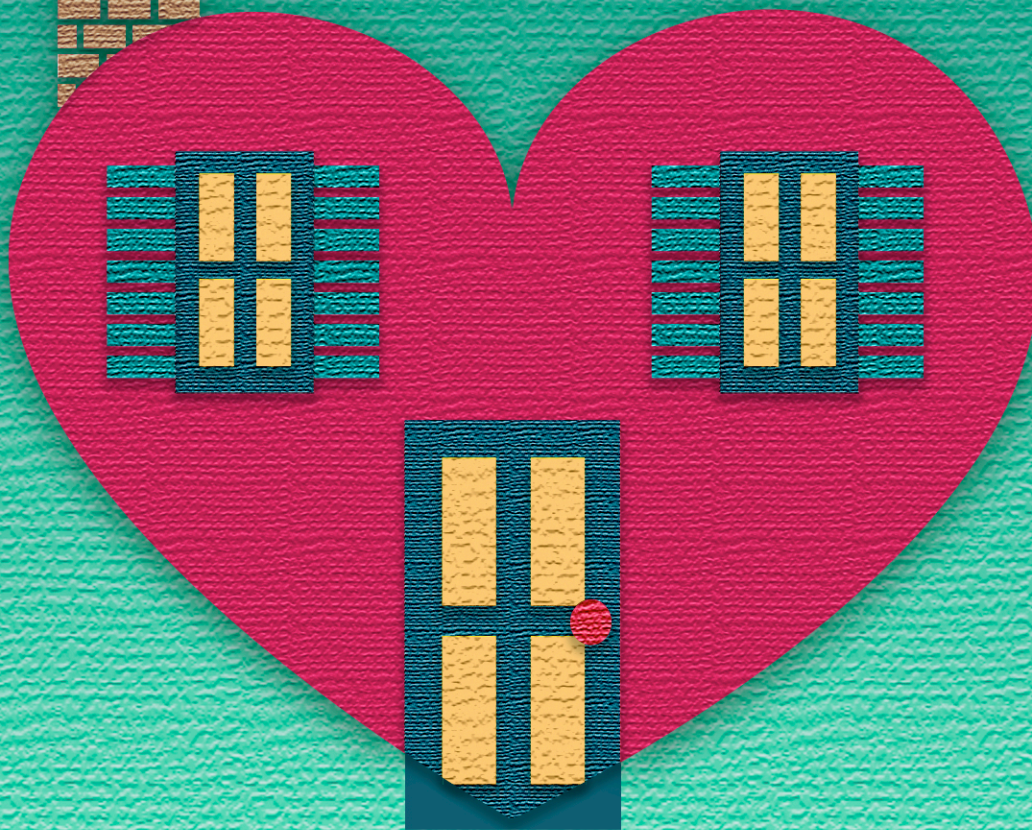


The Care at Home Program



**Helping Families Care
for a Physically Disabled Child at Home**

Administered by
New York State Department of Health
Office of Medicaid Management

Preface

Care at Home: A Handbook for Parents is a guide that is intended to help parents/guardians meet some of the challenges of caring for a physically disabled child at home. It includes information about programs and resources that can help meet the medical and social needs of the child.

There are four parts to the Handbook:

Part I explains the Care At Home (CAH) Program, including the purpose of the program, the eligibility rules, how to apply, how Medicaid works, what Medicaid does and does not cover, and how Medicaid rules apply to the CAH Program.

Part II provides other important information for parents:

- Answers to questions that many parents ask about how the CAH program works
- Helpful advice from other parents who have children in the CAH programs
- Guidelines for working with the case manager, budgeting, and dealing with private insurers and home-care providers
- Descriptions of CAH waiver services, including home adaptations and vehicle modifications

Part III includes useful reference materials:

- Explanations of important terms used in the handbook
- Specific descriptions and facts about the CAH Waiver Programs
- Phone numbers to call to get more program information
- Sample forms used in the CAH Program

Part IV includes helpful forms that can be copied and used to create a notebook for your child's home care information. It includes separate pages for:

- listing important phone numbers that parents or care givers may need to call often or in an emergency
- the child's daily schedule
- current medications
- general information for caregivers

When the term "parent" is used throughout this manual, it will also include the child's legal guardian.

Contents

Preface

Part I: An Introduction to the CAH Program

| | |
|----------------------------------------------------------------|----|
| What Is the Care at Home Program? | 3 |
| Who Is Eligible for the Care at Home Program? | 3 |
| How Can CAH Help Our Child? | 4 |
| What If We Already Have Insurance that Pays for Homecare? | 4 |
| How Does the Application Process Work? | 6 |
| Are There Any Other Requirements? | 6 |
| Will Anything Else Be Needed? | 7 |
| What is the CAH Budget Cap? | 8 |
| Who Will Put Together My Child's Plan of Care? | 9 |
| What Will Happen Next? | 10 |
| What Else Do We Need to Know? | 11 |
| How Do We Get Medicaid Services for Our Child? | 12 |
| What Are Prior Approval and Prior Authorization? | 13 |
| What Services Will Medicaid Cover? | 13 |
| Are There Services That Medicaid Won't Cover? | 14 |
| What If We Don't Agree With A Decision About Our Child's Care? | 15 |
| What is a Fair Hearing? | 15 |
| Can We Bring Someone to the Fair Hearing? | 15 |
| How Should We Get Ready for the Fair Hearing? | 16 |

Part II: Additional Information

| | |
|-------------------------------|----|
| Frequently Asked Questions | 19 |
| Advice from Other Parents | 24 |
| Facts, Tips, and Guidelines | 26 |
| Working with the Case Manager | 27 |

What Is the Care at Home Program?

The Care at Home (CAH) program is a special Medicaid waiver program. It is designed to provide certain medical and related services to families who want to bring their physically disabled child home from a hospital or nursing home. Families who have already brought their child home can also apply.

The CAH program is for families who would not normally be eligible for Medicaid. CAH Medicaid helps to pay for medically necessary in-home services to make it possible for physically disabled children to live in their own home with their families.

The CAH program is for families who would not normally be eligible for Medicaid.

Who Is Eligible for the Care at Home Program?

Two types of CAH programs are administered by the New York State Department of Health (NYSDOH):

CAH I is for physically disabled children who require a level of care provided in a skilled nursing facility.

CAH II is for physically disabled children who are technology dependent and require the level of care provided in a hospital.

Both CAH I and CAH II require the child to have had a 30-day institutional stay.

There are several other Care at Home programs for children with both developmental disabilities and complex health care needs who have not had a 30-day institutional stay. Those programs also help families with children who require special services to stay at home. Other Medicaid home- and community-based services waiver programs address the needs of children and/or adults who are mentally ill or who have suffered traumatic brain injuries.

Each family's situation is different. It is important to speak with the local department of social services (LDSS) CAH Coordinator for advice about which program is right for your child and family. For those living in New York City, the Human Resources Administration (HRA) CAH Coordinator should be contacted for advice.

More information about the CAH Medicaid programs is included in Part III of this handbook, along with important contact phone numbers.

Each family's situation is different. It is important to speak with the local department of social services (LDSS) CAH Coordinator for advice about which program is right for your child and family.

More information about the CAH Medicaid programs is included in Part III of this handbook, along with important contact phone numbers.

How Can CAH Help Our Child?

CAH children get Medicaid coverage.

If your child is eligible for the CAH program, he or she will be enrolled in the New York State Medicaid Program. Once enrolled, he or she will have access to all medically necessary services covered by Medicaid so long as services are obtained from health care providers who participate in the NYS Medicaid program.

The Care at Home program also has available, when medically necessary, three special waiver services that are not available through the regular Medicaid program:

Special CAH services:

- *respite*
- *case management*
- *home adaptation*
- *vehicle modification*

1. Respite Care – This service provides short term, periodic care for your child when your family or the primary caregiver cannot provide necessary care.

2. Case Management – These are services to assist and enable your child and family to access the full range of services and resources for which they are eligible.

3. Home Adaptations/Vehicle Modifications – Home adaptations and vehicle modifications services are available to improve movement and/or safety for your child within your home and to improve your child's access from the home to the community.

More information about these services can be found in Part II of this handbook.

What If We Already Have Insurance That Pays for Homecare?

Telephone numbers and addresses for LDSS offices and the NYC HRA office are included at the back of this handbook.

You can still apply for CAH Medicaid for your child even if you already have health insurance coverage. Many families have health insurance, but often it isn't enough to cover all of the costs of keeping a physically disabled child at home.

The CAH program is designed to work with other insurance plans so your child's coverage can be as complete as possible. For example, if a doctor isn't a Medicaid provider, your child's health insurance can be billed. In addition to

Key Terms

Parents with a child enrolled in the CAH program will find this listing helpful in understanding the meanings of special terms as they apply to their child and their child's right to receive certain services:

Advocacy the actions taken by a child's parent(s) or guardian to be sure that the child has access to the services and/or financial help for which he or she is eligible

Budget Cap the limit on the monthly costs that will be covered by Medicaid for each child enrolled in the CAH program

Budget Sheet the document that shows a child's monthly expenses, including special items and services necessary for caring for the child at home

CAH short for the Care at Home Program, a special Medicaid program designed to help pay for medical and other services for families who want their physically disabled child to live at home rather than in a hospital or nursing home

CAH I a special Medicaid program for physically disabled children who require care in a skilled nursing facility, but who are not eligible for regular Medicaid

CAH II a special Medicaid program for physically disabled children who are technology dependent and who require hospital care, but who are not eligible for regular Medicaid

CAH Coordinator the person at each local department of social services whose job it is to help families apply for the CAH program and then to provide help in arranging for needed medical care, supplies, and equipment for children being cared for at home

Case Management the services that help a child and his or her family to access the full range of services and resources for which they are eligible

Case Management Plan the report that lists a child's needs, the providers of various services, the payment sources, and the issues that must be addressed while the child is being cared for at home

Case Manager an agency person whose job it is to help families caring for a CAH-enrolled child get the services and financial help they need

Other Important Information/Telephone Numbers

Child's Name: _____

Date of Birth: _____

Social Security Number: _____

Providers/Contacts

Telephone Numbers

Insurance Company: _____

Policy Number: _____

Contact Person: _____

Medicaid ID Number: _____

Case Manager: _____

LDSS CAH Coordinator: _____

Primary Doctor: _____

Specialists: _____

Clinics: _____

DME Provider: _____

Pharmacy: _____

Home Care Agency: _____

Individual Nurses/contacts for emergencies _____

Transportation: _____

School: _____

Fire Department: _____

Police Department: _____

Emergency Caregiver(s): _____

New York State Department of Health

Home-and Community-Based Services (HCBS) 1915(c) Medicaid Waivers

For more information about any of these programs, speak with your case manager or call the NYS DOH Helpline at 1-800-541-2831.

| Waiver Name | Waiver Description |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| *OMRDD HCBS Waiver | Administered by DOH and OMRDD for adults and children who are developmentally disabled and who require intermediate care facility level of care. |
| *OMH HCBS Waiver | Administered by DOH and OMH for children who are seriously emotionally disturbed and who require psychiatric-hospital level of care. (Available in selected counties in NYS) |
| *Traumatic Brain Injury (TBI) Waiver | Administered by DOH for persons age 18 and over who have experienced a traumatic brain injury and who require nursing facility level of care. |
| *Care at Home (CAH) I, II Waiver | Administered by DOH for children under age 18 who are physically disabled and who have had 30-day inpatient stay but who are not eligible for MA due to parental income and resources. |
| *Care at Home (CAH) III, IV, VI Waiver | Administered by DOH and OMRDD for children under the age of 18 who are developmentally disabled, have complex health care needs, and require intermediate care facility level of care but who are not eligible for MA due to parental income and resources. |
| *Long-Term Home Health Care Program (LTHHCP) Waiver | Administered by DOH for persons who are elderly or disabled and who require nursing home level of care. |

***Key:** **MA:** Medical Assistance (Medicaid)
 DOH: Department of Health
 OMH: Office of Mental Health
 OMRDD: Office of Mental Retardation and Developmental Disabilities