



# Harvey-Marion County CDDO

*Supporting increased independence, integration, inclusion, and productivity in individual homes and communities.*

## **HMCDDO Service Access Protocol: HCBS/Local Finance**

<b>Amended:</b>	08/28/18; 02/12/2020, 05/16/2022	<b>Approved:</b>	<b>08/15/2022</b>
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Initial in-person options counseling will be provided by the Harvey-Marion County CDDO assessor at the time of the initial functional assessment. Individual choice of IDD TCM options will be obtained, signed, and dated at this time. Harvey-Marion County CDDO will require chosen IDD TCM providers to:

- 1) initiate intake/service initiation within 10 working days of receiving choice form,
- 2) hold an in-person PCSP meeting within 25 days of choice date (contingent on MCO authorization as applicable), and
- 3) complete/route the initial PCSP within 30 days of the PCSP meeting. Harvey-Marion County CDDO will be included in the PCSP routing.

Upon notice of approval of funding for day, residential, and/or personal care services, Harvey-Marion County CDDO will provide options counseling and obtain signed, dated choice forms at that time. If individuals desire to have interviews and/or schedule tours in order to make an informed provider choice, follow-up contact will be required to ensure that signed, dated choice forms are obtained at that time.

Individuals desiring to change providers will complete options counseling with Harvey-Marion County CDDO who will obtain signed, dated choice forms. If individuals desire to have interviews and/or schedule tours in order to make an informed provider choice, follow-up contact will be required to ensure that signed, dated choice forms are obtained at that time.

Harvey-Marion County CDDO will require IDD TCMs to facilitate service initiation/transition meetings with chosen providers of day, residential, and/or personal care services, to notify Harvey-Marion County CDDO of meeting date/time/location for optional CDDO attendance, and provide Harvey-Marion County CDDO a copy of the completed service initiation/transition form with service start dates identified.

Harvey-Marion County CDDO will make follow up contact with chosen providers to confirm service initiation.

Harvey-Marion County CDDO will request a new/updated PCSP to reflect service/support choices/changes.

***Completion of each action step will be tracked on a spreadsheet for monitoring and follow-up purposes.***

**Harvey-Marion County Community Developmental Disability Organization**

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