



Harvey-Marion County CDDO

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

HMCDDO Service Access Protocol: HCBS/Local Finance

Amended:	05/11/2022	Previous: 08/28/18; 05/18/2020	Approved:	
-----------------	-------------------	--------------------------------	------------------	--

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 **staff** 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

500 N. Main; Suite 204 • Newton, KS 67114 • Phone: 316-283-7997 • Fax: 316-283-7969