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| Procedure Title: | Range of Choice |
| Department: | Markets Growth & Retention |
| Business Unit: | Medicaid and Special Needs Plan |
| Approved By: | Manager Regulatory Oversight & Improvement |
| Approved Date: | 4/7/2010 |
| Original Effective Date: | 4/7/2010 |
| Review Date(s) (no changes): | 7/12/2010, 4/5/2013, 11/9/2015, 12/12/2016, 12/19/2017, 6/1/2021 |
| Revision Dates: | 9/25/2014, 11/12/2019, 1/30/2024 |

PRODUCTS AFFECTED

- Minnesota Senior Health Options (MSHO) – Medica DUAL Solution[®]
- Minnesota Senior Care Plus (MSC+) – Medica Choice CareSM MSC+
- Special Needs BasicCare (SNBC) – Medica AccessAbility Solution[®]
- Integrated Special Needs BasicCare (I-SNBC) – Medica AccessAbility Solution Enhanced[®]

DEFINITIONS

Home and Community Based Services (HCBS): These are services provided under a federal waiver under § 1915(c) of the Social Security Act, 42 U.S.C § 1396n, and pursuant to Minnesota Statutes, § 256B.092 subd. 4, and § 256B.0915. These services are for members who meet specific eligibility criteria including being at risk of institutional care if not for the provision of HCBS services. The services are intended to prevent or delay Intermediate Care Facility/Developmentally Disabled (ICF/DD) placements, Nursing Facility (NF) placements, or neurobehavioral rehabilitative hospitalizations.

Home Care Services: Home Care Services means a health service that meets the Medicaid criteria for Medical Necessity, is ordered by a physician, advanced practice registered nurse, or a physician assistant and documented in a service plan that is reviewed by the ordering practitioner at least once every sixty (60) days for the provision of home health services or home care nursing. For PCA services, eligibility is assessed annually or if a change in condition is reported by the Enrollee, Provider, PCP, or Responsible Party. All services are provided to the recipient at the recipient's residence that is a place other than a hospital or long-term care facility or outside the home when normal life activities take the Enrollee outside the home. For this Contract, home care services include the following:

- Home health aide services as listed in Minnesota Statutes, § 256B.0625 subd. 6(a), § 256B.0651, and § 256B.0653, subd. 3;
- Skilled nursing visits including telehomecare visits, provided by a certified Home Health Care Agency as authorized by Minnesota Statutes, §256B.0625, subd.6a, and §256B.0653, subd. 4
- Home care nursing as listed in Minnesota Statutes, § 256B.0625 subd. 7.
- Home care therapies as listed in Minnesota Statutes, § 256B.0625 subd. 8, and §256B.0651, subd. 1(a)
- Durable medical equipment, and associated supplies when accompanied by a home care

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- service as described in Minnesota Statutes, §144A.43 subd. 3, (4); and Personal Care Assistance (PCA) services as authorized by Minnesota Statutes, § 256B.0659, subd. 2.

Nursing Facility (NF): A long term care facility certified by the Minnesota Department of Health for services provided and reimbursed under Medicaid. Nursing Facility (NF) is also known as a Nursing Home.

Nursing Facility Level of Care (NF LOC): Standard to allow entry to nursing facilities and the home and community-based waivers for individuals demonstrating one or more of the following characteristics: a high need for assistance in four or more activities of daily living (ADL); a high need for assistance in one ADL that requires 24 hour staff availability; a need for daily clinical monitoring; significant difficulty with cognition or behavior; qualifying nursing facility stay of 90 days; or living alone and risk factors are present.

PURPOSE

To assure that all Care Systems, Agencies, and Counties/Tribes that provide Care Coordination for Medica members have a policy and/or procedure that ensures access to an adequate range of Home Care Services, Elderly Waiver (EW) Services, and Nursing Facility (NF) Services to meet the individual member's needs.

POLICY

Care Systems, Agencies, and Counties/Tribes that provide Care Coordination for Medica members are required to have procedures in place to guarantee that all members are provided a range of services and appropriate choices to meet the individual member's needs. Medica will ensure access to an adequate range of Home Care Services, Elderly Waiver (EW) Services, and Nursing Facility (NF) Services for all of its members.

PROCEDURE

1. CC will offer member choice between receiving services in the community or in a nursing, if NF Level of Care is met.
2. CC will explain home and community-based waiver services and home care services (Nursing, PCA, Home Health Aide, etc.).
3. CC will give members appropriate choices of different types of services they may need.
4. CC will give members choice of qualified service providers for services.
5. The range of choices will include methods for supporting and coordinating services with both formal and informal support systems provided by families, friends, and other community resources.
6. During initial assessment, routine follow-up, and annual reassessments, CC will assess and identify Institutionalized members whose needs could be met as well or better in non-Institutional settings.
7. CC will identify methods for meeting those needs.
8. CC will assist in discharge planning and other care coordination responsibilities as needed. This may include, but is not limited to:
 - a. Review of the NF chart

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- b. Gathering input from NF staff
 - c. Participating in facility meetings and care conferences
 - d. Communicating with other Providers
 - e. Communicating with County Agencies
9. CC will update or create a care plan/support plan that identifies steps to move Institutionalized members back into the community, when appropriate.
 10. CC will update or create a care plan/support plan that addresses member requests for assistance in areas of life identified by the person.
 11. Care Systems, Agencies, and Counties/Tribes are required to obtain the member signature annually verifying the member was given an explanation of choice of home and community-based services, consumer-directed support services, and waived services as well as a choice between Home and Community Based Services and Care and nursing home placement.
 12. Medica will complete annual audit.

CROSS REFERENCES

MSHO/MSC+ Contract

SNBC Contract

Member Signature Sheet

Rev. 01/2024

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