

GIS 19 MA/09

TO: Local District Commissioners, Medicaid Directors, Supervisors of Long Term Care Services,

FROM: Lana Earle, Director
Division of Long Term Care

SUBJECT: Person Centered Service Plan Guidance for Medicaid Recipients

ATTACHMENT: PC POC Template

EFFECTIVE DATE: Immediately

CONTACT PERSON: Division of Long Term Care Staff
(518) 474-5888 or CFCO@health.ny.gov

The purpose of this General Information System (GIS) message is to provide Local Departments of Social Services guidance on the following Federal regulations: 42 CFR Part 441.301, 42 CFR Part 441.540. These regulations require a person-centered service plan for individuals in need of Long Term Services and Supports (LTSS); Home and Community Based Services (HCBS); certain State Plan Services, or have Special Health Care Needs, as directed by the State.

The Person Centered Service Planning (PSCP) process, as detailed in the aforementioned Federal regulations, guides the delivery of services and supports towards achieving outcomes in areas of the Medicaid recipient's life that are most important to him or her (e.g., health, relationships, work, and home). This process culminates with the development of the recipient's Person Centered Plan of Care (PC POC), which addresses: physical health; behavioral health; social; and long-term support needs. The Local Department of Social Services (LDSS) is responsible for ensuring that the PC POC is developed, and services are authorized in accordance with the PC POC. For more information on the PCSP process, please see the Department's *Person Centered Service Planning Guidelines For Managed Care Organizations and Local Departments of Social Services*, which is attached to this GIS.

To assist the LDSS with ensuring compliance with Federal regulation, the Department has developed a PC POC template. The template is attached to this GIS for your reference. Also, please note that the new PC POC template includes components that are not currently included in the Plan of Care template the Department provided in 11 ADM-06: Consumer Directed Personal Assistance Program (CDPAP) Scope and Procedures.

This new PCSP process applies to anyone receiving a Community First Choice Option service **and** has a Recipient Restriction/Exemption code of "CF" or "CO" on their Medicaid eligibility file. For all applicable Medicaid recipients, the utilization of the new PC POC template is effective upon reassessment. Please note that this new PCSP process **does not** apply to remaining Fee-for-Service recipients that are not coded with a "CF" or "CO".

Questions regarding this information can be sent to the following address: CFCO@health.ny.gov.