Policy Transmittal
Developmental Disabilities Services

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Number: APD-PT-20-092
Issue date: 8/19/2020

Topic: Developmental Disabilities

Transmitting (check the box that best applies):

- [ ] New policy
- [x] Policy change
- [x] Policy clarification
- [ ] Executive letter
- [ ] Administrative Rule
- [ ] Manual update
- [ ] Other:

Applies to (check all that apply):

- [ ] All DHS employees
- [ ] Area Agencies on Aging: {Select type}
- [ ] Aging and People with Disabilities
- [ ] Self Sufficiency Programs
- [x] County DD program managers
- [ ] Support Service Brokerage Directors
- [ ] ODDS Children’s Residential Services
- [ ] Child Welfare Programs
- [ ] County Mental Health Directors
- [ ] Health Services
- [x] Office of Developmental Disabilities Services (ODDS)
- [x] ODDS Children’s Intensive In Home Services
- [ ] Stabilization and Crisis Unit (SACU)
- [x] Other (please specify): In-home provider agencies that serve children

Policy/rule title: Summer Hours Extended; Attendant Care During 2020-2021 School Year

Policy/rule number(s):

Release number:

Effective date:

Expiration date:

References:

Web address:

Discussion/interpretation:
Summer Hours Extended: Summer hours listed on Children’s Needs Assessments (CNAs) are in effect until further notice for children receiving in-home services. Plans of care must be updated manually for individual children by each CME to reflect this extension.
Attendant Care and the “School Day”: Attendant care hours may be used at any time of day as determined by the child’s parent/guardian, due to the unique nature of this school year.

Appropriate Use of Attendant Care: Attendant care may be used for activities of daily living (ADL), instrumental activities of daily living (IADL), health-related, or behavior support tasks identified in the child’s Individual Support Plan (ISP). This includes cueing, monitoring, reassurance, redirection, set-up, hands-on, standby assistance, and reminding. Attendant care cannot be used solely for the purpose of educational activities or homeschooling.

Children and young adults eligible for special education services authorized under the Individuals with Disabilities Education Act (IDEA) are not eligible for Day Support Activities (DSA) or Employment Path services without an exception from the Department. DSA for individuals 18-21 cannot be facility-based.

Implementation/transition instructions:
Case Management Entities (CMEs) will share this information with parents/guardians of children receiving in-home services through email, phone call, or other method. CMEs will forward this information to in-home provider agencies that serve their area.

Local/branch action required: 

Central office action required: 

Field/stakeholder review:  ☐ Yes  ☒ No

If yes, reviewed by:

Filing instructions:

If you have any questions about this policy, contact:

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