

# Policy Transmittal Developmental Disabilities Services



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**Authorized signature**

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

**Topic:** Developmental Disabilities

**Due date:**

**Transmitting (check the box that best applies):**

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

**Applies to (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> All DHS employees                     | <input type="checkbox"/> County Mental Health Directors  |
| <input type="checkbox"/> Area Agencies on Aging: {Select type} | <input type="checkbox"/> Health Services   |
| <input type="checkbox"/> Aging and People with Disabilities    | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS)                           |
| <input type="checkbox"/> Self Sufficiency Programs             | <input checked="" type="checkbox"/> ODDS Children's Intensive In Home Services                                     |
| <input checked="" type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)  |
| <input type="checkbox"/> Support Service Brokerage Directors   | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): In-home provider agencies that serve children |
| <input type="checkbox"/> ODDS Children's Residential Services  |  |
| <input type="checkbox"/> Child Welfare Programs                |  |

|                               |  |                         |  |
|-------------------------------|--|-------------------------|--|
| <b>Policy/rule title:</b>     | Summer Hours Extended; Attendant Care During 2020-2021 School Year |                         |  |
| <b>Policy/rule number(s):</b> |  | <b>Release number:</b>  |  |
| <b>Effective date:</b>        |  | <b>Expiration date:</b> |  |
| <b>References:</b>            |  |                         |  |
| <b>Web address:</b>           |  |                         |  |

**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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