

TO: Local District Commissioners, Medicaid Directors

FROM: Mary Ann Anglin, Director
Division of Home and Community Based Services
Office of Long Term Care

SUBJECT: Clarifications and Updates to Long Term Home Health Care Program
(LTHHCP) 11 OLTC/ADM-1

EFFECTIVE DATE: Immediately

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The purpose of this General Information System (GIS) message is to provide clarification and updates to local departments of social services regarding 11 OLTC/ADM-1, "Long Term Home Health Care Program Waiver Renewal", released April 26, 2011.

- **Assistive Technology (AT)** - Medication Dispensing Machines (or MD2 boxes) have been deemed appropriate as Assistive Technology for LTHHCP participants, if included in the plan of care. The LTHHCP agency is responsible for all patient teaching associated with its use and to follow up in case of equipment malfunction or patient error.
- **Environmental Modifications (E-Mods)** - Air conditioner policy has not changed. Local Departments of Social Services may authorize window or floor unit air conditioners for LTHHCP participants when: (1) there is medical need documented in the physician's orders, (2) the unit is for the sole use of the waiver participant, and (3) can be accommodated within the participant's service plan budget. Central air conditioning is not allowable under this waiver service.
 - o The LTHHCP agency must ensure that individual contractors providing E-mods are appropriately qualified and/or licensed to comply with any State and local building rules. All materials and products used must also meet State or local construction requirements. Providers must adhere to safety issues addressed in Article 18 of the New York State Uniform Fire Prevention and Building Code Act, as well as all local building codes.
- **Home and Community Support Services (HCSS)** - Staff providing HCSS must be at least 18 years old; be able to follow verbal and written instructions; and have the ability and skills necessary to meet the waiver participant's needs to be addressed through this service. Staff providing HCSS must meet all requirements under Title 10 NYCRR for the provision of Personal Care Aide services as staff of the LTHHCP agency or as staff contracted through a Licensed Home Care Services agency (LHCSA).
- **Need for waiver services** - Under the LTHHCP renewal, an individual must be in need of and in receipt of case management and at least one discrete waiver service every 30 days to participate in the LTHHCP.