

## Choices for Care -Adult Family Care Case Management Process

### **Choices For Care (CFC) Nursing Home Participants**

Referral received by chosen case management agency

CM meets with nursing home resident

Review the CFC Adult Family Care (AFC) Option

Complete the CFC AFC Independent Living Assessment (ILA) and check with social worker for any discharge planning including referrals that have already occurred.

Provide participant/legal guardian with a list of the CFC AFC AA

Assist as needed with the participant choosing potential CFC AFC AA (CM provide info on coverage areas etc., future solution could include a How to Choose an Authorized Agency brochure) until AFC AA has accepted the participant for AFC.

CM submits the CFC AFC ILA to LTCCC

Participant selects potential Authorized Agency to meet (can pick more than 1)

CM sends the ILA to the AFC AA/AA's and facilitates meetings between participant and AA/AA's

The AA determines if they are able to meet the needs of the participant at the calculated tier rate. If the participant is accepted, the AA continues with the matching process. If declined, other AA's may be contacted.

Case Manager must review the live-in agreement and person centered plan completed by AFC AA/HP/Participant.

Once the move in dates is established, the case manager completes CFC AFC Service Plan including signatures and submits to LTCCC.

### **AFC AA Accepts participant for CFC AFC**

The following are completed by the AFC AA prior to move to AFC HP:

Matching process

Home safety inspection: must pass 100% prior to move in

Home accessibility inspection

Background checks

AFC AA/HP dually signed contract

Participant AFC HP Live-in agreement (part of the AFC AA/HP dually signed contract)

Disclosure of Information

Person Centered Plan: completed & signed

Transition date decided

### **Transition to AFC HP**

DAIL LTCCC authorizes the Service Plan. A copy of service plan is sent to the individual and applicable providers.

Participant moves into AFC home. Case manager as needed

### **On-Going Participation:**

- Case manager provides on-going monitoring and case management
- Case manager coordinates with AFC AA and HP
- Case manager assists as needed with Long Term Care Medicaid reviews
- Case manager conducts annual reassessment and service plan
- Case manager conducts assessment and service plan updates as needed for significant changes