



Home Care Attendant: An Overview

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Ohio • Ohio

Home Care Attendant

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Home Care Attendant

Home Care Attendant Services:

- ❑ Permit unlicensed individuals (non-agency providers) to assist consumers with:
 - ❑ Self administration of medications
 - ❑ Performance of certain skilled tasks that would otherwise be completed by a nurse
 - ❑ Personal care tasks

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Can assist with only certain medications including:

- ❑ Oral medications (includes medication administered through a metered dose inhaler)
- ❑ Topical medications (includes medication applied to outer skin, including transdermal medications and eye, ear and nose drops, vaginal or rectal suppositories)
- ❑ Subcutaneous injections of routine doses of insulin
- ❑ Programming of a pump to administer routine doses of insulin
- ❑ Medication via stable, labeled gastrostomy or jejunostomy tubes
- ❑ Doses of schedule II, III IV or V drugs only when administered orally or topically

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Nursing tasks that Home Care Attendants are prohibited from performing are:

- Intravenous insertion, removal, or discontinuation
- Intramuscular injections
- IV medication administration
- Subcutaneous injections (except for routine doses of insulin)
- Programming of a pump to deliver medications (including epidural, subcutaneous and IV), except routine doses of insulin
- Insertion or initiation of infusion therapies
- Central line dressing changes

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Home care attendant services are in lieu of **nursing services** not personal care services.

Personal care tasks may be performed during a home care attendant service visit.

Home Care Attendant

OAC 173-39-02.24

home care attendant services

OAC 5160:3-46-06.1

home care attendant services
reimbursement rates and billing
procedures

Home Care Attendant

Consumer Requirements

- Consumer determined through the assessment process to have nursing needs that can be safely met through home care attendant service.
- Consumer must be capable of:
 - Choosing home care attendant services over nursing services
 - Choosing a home care attendant service provider
 - Participating in the implementation of the service
- Consumer cannot also serve as the Authorizing Health Care Professional

Home Care Attendant

Consumer Requirements

- ❑ Consumer can designate an authorized representative to act on their behalf. The authorized representative must be capable of: choosing home care attendant services over nursing services, choosing the home care attendant provider and participating in the implementation of home care attendant services
- ❑ **Authorized representative must be present and awake during the provision of home care attendant services**
- ❑ Authorized representative cannot be the consumer's Home Care Attendant
- ❑ Authorized representative cannot be Authorizing Health Care Professional

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Consumer Requirements

- ❑ Authorized representative designation must be in writing
- ❑ The consumer must use JFS 02392 for this designation
- ❑ Consumer can limit what authorized rep may do on behalf of consumer in regard to home care attendant services.
- ❑ Consumer and/or authorized rep must comply with requirements set forth in OAC 173-42-6

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Consumer Requirements

Consumer must identify an **authorizing health care professional**

- ❑ Physician or RN who authorizes a home care attendant to assist a consumer with self-administration of medication, nursing tasks or both.
- ❑ Authorized representative, legally responsible family member, legal guardian and foster caregiver are **prohibited** from being authorizing health care professional.

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Consumer Requirements

Consumer must receive written assurance from the authorizing health care professional attesting:

- ❑ Home Care Attendant has demonstrated ability to perform home care attendant tasks
- ❑ Consumer and/or authorized representative possess the skills to choose home care attendant services (over skilled nursing services)
- ❑ Consumer and/or authorized representative possess the skills to choose the home care attendant service provider

Home Care Attendant

Consumer Requirements

Consent will be documented on two forms

- ODJFS 2389 Home Care Attendant Medication Authorization Form

<http://www.odjfs.state.oh.us/forms/inter.asp>

- ODJFS 2390 Home Care Attendant Skilled Task Authorization Form

<http://www.odjfs.state.oh.us/forms/inter.asp>

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Consumer Requirements

The written back-up plan shall meet the needs of the consumer in the event:

- The regularly scheduled home care attendant cannot or does not meet his or her obligation to provide services to the consumer; or
- The consumer and/or authorized representative is not able to direct home care attendant services as authorized by the case manager

Home Care Attendant Consumer Requirements

The back-up plan may include:

- ❑ **Waiver nursing** as set forth in rule 173-39-2.22 of the Administrative Code, and/or **private duty nursing** or **home health nursing** as set forth in Chapter 5160-12 of the Administrative Code to provide assistance with self-administration of medications and the performance of nursing tasks;
- ❑ **Personal care aide services** as set forth in rule 173-39.2-11 of the Administrative Code for personal care aide tasks; and
- ❑ **Informal caregivers.**

Home Care Attendant

Roles in the Home Care Attendant Service

Consumer	Authorized Representative	Authorizing Health Care Professional	Home Care Attendant Provider	Consulting RN
<p>Chooses home care attendant services over Nursing services</p> <p>Chooses a home care attendant service provider</p> <p>Participates in implementation of the service and directs his or her care.</p>	<p>Must be present and awake during home care attendant service delivery.</p>	<p>Attests consumer and/or authorized representative is capable of choosing service, provider, and participating in the implementation of the service.</p> <p>Attests Home Care Attendant provider is able to perform the Home care attendant tasks</p>	<p>Provides services to the consumer as authorized by Authorizing Health Care Professional and as directed by the consumer/ authorized representative.</p>	<p>Participates in a face-to-face visit with the consumer and home care attendant every 90 days.</p>

Home Care Attendant

Home Care Attendant Service Roles

Role	Consumer	Authorized Representative	Authorizing Health Care Professional	Home Care Attendant Provider	Consulting RN
Can serve as Authorized Rep	✓	✓			
Can serve as Authorizing Health Care Professional			✓		✓
Can serve as Home Care Attendant provider				✓	
Can serve as Consulting RN			✓		✓

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Provider Enrollment

- ❑ Required for all providers including existing waiver providers

Home Care Attendant Service Provider Eligibility

The home care attendant **cannot** be:

- Consumer's spouse, parent or step-parent
- Authorized representative
- Legally responsible family member
- Legal guardian
- Power of attorney
- Foster caregiver
- Authorizing health care professional.



Home Care Attendant Provider enrollment

The Home Care Attendant Service provider must:

- Have completed training for a Home Health Aide or other equivalent training approved or conducted by ODH; or
- Have completed a training program approved by ODM that includes:
 - Basic home safety
 - Universal precautions
 - Consumer specific personal care aide services
 - Labeling, counting and storage requirements for medications

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Provider enrollment

The Home Care Attendant Service provider must:

- Complete a first aid course
- Secure the services of an RN for purpose of
 - conducting face-to-face visits with consumer and home care attendant
 - to serve as a resource and answer any questions the consumer, authorized rep or home care attendant have about consumer care needs, medications or other issues.

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Provider enrollment

The Home Care Attendant Service provider must:

- Prior to beginning services, received training and instruction on how to deliver the specific home care attendant services authorized by the consumer's authorizing health care professional.
- Have training that is consumer specific and may be provided by the authorizing health care professional, the consumer and/or the authorized representative.

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Provider requirements

- First visit between home care attendant, consumer, authorized representative and RN shall occur at the initiation of services. **The Case Manager must be present during this visit.**
- The home care attendant is required to meet with the consumer and a Registered Nurse (RN) at least every 90 days to monitor the consumer's health and welfare and to answer questions. The RN will be a consultant to the consumer and the provider of home care attendant services.

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Provider requirements

The Home Care Attendant Service provider must:

- Have 12 hours of in service continuing education annually
- Maintain clinical record

Home Care Attendant

Provider requirements

Home Care Attendant Clinical Documentation

The clinical record must contain the information in OAC 173-39-02.24 (H)(1) to (H)(12)

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Reimbursement

Home Care Attendant Services/**Nursing**

- Service Code S5125
- First hour of service per visit=\$25.89
- Additional 15 minute units in same visit=\$4.17

Home Care Attendant Services/**Personal Care Service**

- Service Code S5125U8
- Unit Rate (15 minutes)=\$3.00

Home Care Attendant Personal Care must occur with Home Care Attendant Nursing

Care Planning

- ❑ Care planning considerations:
 - ❑ Assess the needs of the individual
 - ❑ What is the nursing need?
 - ❑ What is the frequency of the need?
 - ❑ Is it a respite need?
 - ❑ What is the personal care need?
 - ❑ Identify the resources available to meet the individual's assessed needs
- ❑ Create the care plan
- ❑ Create the waiver service plan



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Service Planning

- ❑ Resources in order of utilization:
 - ❑ Natural (family/friends) support
 - ❑ Community resources
 - ❑ Commercial or private insurance
 - ❑ Medicare
 - ❑ Medicaid state plan
 - ❑ Medicaid HCBS waiver services



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Service Authorization

- The PAA Case Manager may authorize home care attendant services in lieu of nursing services.

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Sample Service Authorization

- 3 continuous AM hours (8:00am-11:00am):
 - HCA/Nursing (1 hour = 4 units) and
 - HCA/Personal Care (2 hours = 8 units)
- 3 continuous PM hours (1:00pm-4:00pm):
 - HCA/Nursing (1 hour = 4 units) and
 - HCA/Personal Care (2 hours = 8 units)
- 5 continuous evening hours (6:00pm-11:00pm):
 - HCA/Nursing (1 hour= 4 units) and
 - HCA/Personal Care (4 hours=16 units)

Total visits for the day=3

Total units for the day = 44 (4 +8+4+8+4+16=44)

HCA/Nursing units=12

HCA/Personal Care units=32

