

# MEDICAID-HOME & COMMUNITY-BASED WAIVER PROGRAM (HCBW) Developmental Disabilities Services Division (DDSD), Department of Human Services (DHS)

## PURPOSE

Medicaid's optional Home and Community Based Waiver Program affords states the flexibility to develop and implement creative alternatives to institutionalizing Medicaid eligible individuals. The program recognizes that many individuals at risk of institutionalization can be cared for in their homes and communities, preserving their independence and ties to family and friends, at a cost no higher than that of institutional care. The Social Security Act specifically lists seven services which may be provided: case management, homemaker services, home health aid services, personal care services, adult day health, habilitation and respite care. Other services such as transportation, in-home support services, meal services, special communication services, employment, minor home modifications, and adult day care are provided as part of the Oklahoma Home and Community-Based Waiver plan.

## CONTACT

Mr. David Taylor, Program Assistant Administrator  
 Developmental Disabilities Services Division  
 Oklahoma Department of Human Services  
 PO Box 25352  
 Oklahoma City, OK 73125  
 (405) 521-6267  
 FAX: (405) 522-3037  
 www.okdhs.org

## ELIGIBILITY

- Applicants must be age 3 or above.
- Applicants must have a developmental disability with a diagnosis of mental retardation as determined by the Social Security Administration or the OHCA's Level of Care Evaluation Unit.
- Applicants must be determined by the OHCA's Level of Care Evaluation Unit to meet the ICF/MR/Waiver Level of Care requirements.
- Applicants (not the Applicant's family) must be determined financially eligible through the DHS Family Support Services Division with a countable monthly income limit of \$1869.00, and a resource limit of \$2000. This figure is subject to change.
- Only the applicant's income and resources are counted for waiver services.

## AT SERVICES PROVIDED/COVERED

- Assessments & Evaluations
- Maintenance & Repairs
- Case Management
- Training for Consumer & Family
- Advocacy/Other
- Information & Referral
- Fabrication of Devices
- Supporting Software

## AT DEVICES PROVIDED/COVERED

- |  |   |
|--|---|
|  Adapted Toys & Games             |  Home Modifications              |
|  Aids for Daily Living            |  Hospital Beds                   |
|  Aids for Hearing Impaired        |  Medical Supplies                |
|  Aids for Vision Impaired         |  Prosthetics & Orthotics         |
|  Augmentative Communication       |  Recreation & Leisure Devices    |
|  Computer Applications            |  Seating & Positioning Equipment |
|  Educational Devices & Adaptation |  Vehicle Modifications           |
|  Environmental Controls           |  Wheelchairs & Mobility Aids     |
|  Worksite & Office Modifications  |   |



## Medicaid–Home & Community-Based Waiver Program (HCBW), cont. . .

### CONTACT

To make application for services, contact the Developmental Disabilities Services Division (DDSD) area office nearest you.

#### Area I

729 Overland Trail  
Enid, OK 73703  
(580) 237-0995  
(800) 522-1064

4545 N Lincoln Blvd, Ste 102  
Oklahoma City, OK 73105  
(405) 522-6925  
(800) 522-1064  
FAX: (405) 522-6995

#### Area II

Laura Dester Center  
1427 E 8th St  
Tulsa, OK 74120  
(918) 560-4848  
(800) 522-1075  
FAX: (918) 560-4898

#### Area III

301 S Indian Meridian Rd  
Pauls Valley, OK 73075  
(405) 238-4700  
(800) 522-1086  
FAX: (405) 238-4745

See Appendix B for  
Department of Human  
Services County Office.

### FINANCIAL CRITERIA

- See "Eligibility."

### APPLICATION PROCESS

- Contact the DDSD office located nearest you. (See "Contacts.") They will guide you through official application forms.
- Application process includes:
  - completion of DDS-1 form,
  - arrangement for interviews and testing by professionals,
  - development of a complete plan of care and summary of services by the applicant's team, which includes the applicant, service providers, case manager and other interested persons.
- Applicants will be notified of approval or denial in writing by DHS.

### APPEALS PROCESS

1. An individual may request assistance from a DHS/DDSD employee in obtaining forms, writing, or filing an appeal.
2. An appeal of a decision a client wishes to protest must be filed within 30 days notice of the decision. The appeal is processed by completing Appendix G 2 of the Oklahoma Administrative Code, Title 340 Chapter 2, "Request For A Fair Hearing."
3. A hearing, if requested, will be conducted by an Administrative Hearing Officer who is a member of the Appeals Unit and who has not had a part in the protested decision. Individuals may have an authorized representative appear with them at the hearing and have the right to present testimony and evidence regarding their situation. The appeals committee will determine whether the Department acted correctly in taking the adverse action.
4. After the decision has been reached, a letter specifying the reason for the decision and identifying the supporting evidence will be sent to the individual. The Appeals Unit has the responsibility of assuring the decision is carried out.

### PIECES OF THE PUZZLE

- Currently there is a long waiting list to receive Home and Community-Based Waiver Services.
- In order to get on this waiting list, individuals must make a request for services.
- DDSD Area Offices operate an AT recycling program. Contact the area office closest to you for further information.