

Home and Community Based Settings (HCBS) Rules				
On-Site Assessment				
DDD Residential Setting Self-Assessment				
On-Site Visit Date:		Setting Phone Number:		
Setting Name:		Setting Manager Name:		
Setting Address:		Setting Asst. Mgr Name:		
		Setting Type:		
Setting Assessor Name:		AHCCCS Provider Number:		
Setting Assessor Title:		License Number:		
Setting Assessor Phone:		# of Medicaid Members:		
Setting Assessor Email:				
General Questions				
1	Is the setting co-located on the property of an institutional facility?			
2	Is the setting co-located within an institutional facility?			
3	If yes, describe how the setting is connected with the institutional facility including shared administration, finances, staff, etc.:			
4	What is the capacity of the setting?			
5	Do you have individuals living in the setting who are private pay?			
For Interviewer Purposes Only			For Interviewer Purposes Only	
Examples supporting the self-assessment response			Observations/Comments	
Local Area				
Please indicate if you agree or disagree with each of the following statements below.			Setting Assessor Use	
			For Interviewer Purposes Only	
			Examples supporting the self-assessment response	
			Observations/Comments	
Yes/No			Documentation supporting the self-assessment response	
6	Is the setting labeled or identified in a way that sets it apart from the surrounding residences?			
7	Are the vehicles in the setting labeled or identified in a way that sets it apart from the surrounding vehicles (e.g. vans, cars, etc.)?			
Points Possible: 0			Points Received: 0	

Employment/Volunteerism					
Please select whether the following occurs.			Setting Assessor Use	For Interviewer Purposes Only	
		Yes/No	Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
8	Does the setting engage individuals of working or school age to see if they are interested in work or school?				
9	When individuals express an interest in employment, does the setting refer them for employment services or schooling?				
10	Does the setting support individuals to have volunteer opportunities in the community?				
11	Does the setting support individuals to have employment opportunities in the community?				
12	Does the setting support individuals to have career exploration opportunities?				
13	Does the setting support individuals to learn new skills or instruction for skill development that pertain to volunteer opportunities or paid employment?				
14	Do individuals have access to transportation to and from work/volunteering activities?				
Points Possible: 7			Points Received: 0		

Community Life				
Please select whether the following occurs.		Setting Assessor Use		
		Yes/No	Documentation supporting the self-assessment response	For Interviewer Purposes Only
			Examples supporting the self-assessment response	Observations/Comments
15	Do individuals have regular (more than once per week) opportunities for contact with people who don't live in the home and not receiving services (family, friends, neighbors, etc.)?			
16	Do individuals receive information about activities in the community through a variety of methods (e.g. written material, posted material, education, experiential learning, etc.)?			
17	Do individuals have staff support to assist them in participating in activities in the community (e.g. personal care assistance)?			
18	Do Individuals have informal supports to assist them in participating in activities in the community?			
19	Do individuals have access to transportation (provider related or otherwise) to and from the setting for the purposes of engaging in community life?			
20	Do individuals participate in activities in integrated settings (i.e. religious, social, cultural, recreational, etc.) comparable to peers (e.g. people of similar age, people without disabilities)?			
21	Do individuals have regular (more than once per week) opportunities for contact with people who don't live in the home and not receiving services (family, friends, neighbors, etc.)?			
Points Possible: 23		Points Received: 0		

Personal Resources				
Please select whether the following occurs.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
22	Do individuals have someone assist them in managing their personal funds?			
23	Do individuals choose the person to assist them in managing their personal funds?			
24	Do individuals decide how to spend their money, earned or unearned?			
25	Do individuals have personal bank accounts?			
26	Do individuals have another type of account whereby they can access their personal funds?			
27	Do individuals access the community to purchase goods and services?			
Points Possible: 6		Points Received: 0		

Payer Source				
Please select whether the following occurs.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
28	Do all individuals living in the setting have the same access to activities, services, and amenities regardless of who pays for the service?			
Points Possible: 1		Points Received: 0		

Home Selection				
Please select whether the following occurs.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
29	Does the setting allow individuals to visit the setting prior to choosing to live there (i.e. tours, share a meal, participate in an activity, etc.)?			
Points Possible: 1		Points Received: 0		

Private Room				
Please select whether the following occurs.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
30	Do individuals have an option for a private room if they are able to afford it?			
Points Possible: 1		Points Received: 0		

Person-Centered Service Plan				
Please select whether the following occurs.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
31	Does the setting provide supports so that individuals can participate in the Person-Centered Service Plan meetings? (effective June 2020)			
32	Does the setting participate in the Person-Centered Service Plan meetings? (effective June 2020)			
33	Does the setting routinely engage in customer satisfaction exercises to ensure the staff is supporting individuals to meet their goals?			
Points Possible: 3		Points Received: 0		

Individual Rights				
Please select whether the following occurs.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
34	Do individuals receive personal care assistance in private?			
35	Do individuals receive information about their rights in plain language?			
36	Does the setting post information about member rights in plain language?			
37	Does the setting provide supports to ensure the individual understands their rights?			
38	Do individuals know who to contact if they have concerns or complaints?			
39	Do individuals have access to a telephone and/or computer for personal use in a location that has space around it to ensure privacy?			
40	Do individuals have protection against restrictive measures, including isolation and chemical/pharmacological and physical restraints?			
Points Possible: 7		Points Received: 0		

Independence		
Please select whether the following occurs.	Setting Assessor Use	For Interviewer Purposes Only

		Yes/No	Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
41	Do individuals have access to a key/code to the front door/entrance of their home/setting?				
42	Are individuals free from a curfew or other requirements for a scheduled return home when out and about in the community?				
43	Do individuals <i>get to</i> make informed decisions about what they want to do every day, including scheduling changes?				
44	Do individuals <i>receive support</i> to make informed decisions about what they want to do every day, including scheduling changes?				
45	Do individuals have access to transportation training if they are currently unable to use public transportation?				
46	Do individuals have full access to the kitchen at any time?				
47	Do individuals have full access to the dining areas at any time?				
48	Do individuals have full access to the laundry areas at any time?				
49	Do individuals have full access to shared living spaces at any time?				
Points Possible: 25		Points Received: 0			

Choice					
Please select whether the following occurs.			Setting Assessor Use	For Interviewer Purposes Only	
		Yes/No/NA	Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
50	Do individuals have the option to make requests for an alternate staff member to assist them?				
51	Are requests for an alternative staff member honored when the setting can accommodate?				
52	Do individuals freely make requests for changes in the way their services and supports are delivered?				
Points Possible: 3		Points Received: 0			

Privacy				
Please select whether the following occurs in general provided there are no health and safety risks to the individual.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
53	Do individuals have access to a key to their bedroom/unit?			
54	Do individuals have lockable bedroom/unit doors?			
55	Do individuals have lockable bathroom doors?			
56	Do staff and other people knock and receive permission before entering an individual's bedroom/unit or bathroom?			
57	Do individuals get to choose their roommates?			
58	Do individuals have the opportunity to consider other roommate options if they want to change roommates?			
59	Are individuals are allowed to decorate their own room including moving furniture and hanging up items on the walls?			
60	Are individuals consulted on décor in common areas?			
61	Does the setting have a process to help individuals make choices for roommates?			
62	Does the setting have a process to assess roommate satisfaction, if applicable?			
Points Possible: 10		Points Received: 0		

Dining				
Please select whether the following occurs in general provided there are no health and safety risks to the individual.		Setting Assessor Use	For Interviewer Purposes Only	
		Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
	Yes/No			
63	Do individuals have a choice on what to eat if they don't like what is being served?			
64	Do individuals have a choice in what time they want to eat?			
65	Do individuals have a choice with whom to eat?			
66	Do individuals have a choice of eating alone?			
67	Do individuals have access to food/snacks/drinks?			
68	Do individuals have an opportunity to buy their own food/snacks/drinks?			
Points Possible: 6		Points Received: 0		

Visitors				
Please select whether the following occurs in general provided there are no health and safety risks to the individual.		Setting Assessor Use	For Interviewer Purposes Only	
	Yes/No	Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
69	Are individuals free from restrictions (visiting hours) on when they can have family and friends to visit?			
70	Does the setting have areas or furniture in the home that supports individuals to meet with family and friends in private?			
Points Possible: 2		Points Received: 0		

Accessibility				
Please indicate if you agree or disagree with each of the following statements below.		Setting Assessor Use	For Interviewer Purposes Only	
	Yes/No	Documentation supporting the self-assessment response	Examples supporting the self-assessment response	Observations/Comments
71	Is the setting accessible for people to safely and freely move around the home including entering and exiting the setting?			
72	Do all individuals have physical accessibility to appliances and furniture?			
73	Does the setting have resources for assessing and providing individualized modifications (i.e. grab bars, shower chair, etc.), if necessary based upon member specific needs?			
74	Is the home free from barriers preventing individuals from entering or exiting common or member rooms/sleeping areas?			
Points Possible: 4		Points Received: 0		

Training				
Please indicate if you agree or disagree with each of the following statements below.		Setting Assessor Use	For Interviewer Purposes Only	
	Yes/No	Documentation supporting the self-assessment	Examples supporting the self-assessment response	Observations/Comments
75	All staff are trained on the prevention of abuse, neglect, and exploitation. Training for all parties should address retaliation (e.g., harassment or loss of employment) and penalization (e.g., changes to the nature and/or location of services and supports).			
Points Possible: 1		Points Received: 0		
Total Points Possible: 100		Total Points Received: 0		