



**SCOPE OF ATTENDANT CARE SERVICES UNDER SELF-DIRECTED**

**1321 SCOPE OF ATTENDANT CARE SERVICES UNDER SELF-DIRECTED  
ATTENDANT CARE**

REVISION DATE: 03/01/13, 04/01/11, 02/01/11

EFFECTIVE DATE: 04/01/2008

**Description**

AHCCCS covers SDAC services provided to ALTCS EPD members who elect SDAC. The ACW provides assistance with a combination of tasks, which may include homemaking, personal care, and general supervision. As described in this chapter, the ACW may also provide limited skilled services under specific circumstances. The SDAC option enables members who might otherwise be in a nursing facility or HCB alternative residential setting to remain in, or return to, their own home when it is cost effective to do so. The intent of SDAC is to provide members the opportunity to maintain control over their care as well as to provide support which will allow the members to remain integrated within their families, communities and other support systems. Attendant Care Workers (ACW) are not required to be licensed or certified by a State regulatory board or agency.

A member's legal guardian may make the decision to elect SDAC for the member and assist them in directing the care on behalf of the member. If the member has a legal guardian, the legal guardian must be present, with the member, when SDAC services are provided. The legal guardian may not, however, be the DCW when the SDAC option has been selected.

**Amount, Duration and Scope**

Attendant care services are available only to ALTCS members who reside in their own home. However, attendant care services are not limited to the boundaries of the member's home. As indicated in the individualized service plan, the ACW may accompany the member as necessary in order to meet his/her needs in a variety of settings, including, but not limited to, a physician's office, school setting and workplace. Other HCB services may be provided in conjunction with SDAC. However, within a given day, attendant care services may not be provided in conjunction with personal care, home delivered meals, adult day health or homemaker services without special justification by the case manager and approval by the ALTCS Contractor or AHCCCS Administration for Fee-For-Service (FFS) members.



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**A. NON-SKILLED TASKS WHICH MAY BE PROVIDED BY ACW**

The ACW provides services in accordance with the member's individualized service plan and as authorized by the case manager. The services which may be provided include, but are not limited to:

1. Homemaker tasks including cleaning, laundry, food preparation and essential errands such as grocery shopping, securing medical supplies and household items
2. Personal care tasks including bathing, skin care, oral hygiene, toileting, ambulation, grooming, dressing, use of assistive devices, feeding and caring for other physical needs
3. General supervision which includes:
  - a. Monitoring and companionship for a member who cannot be safely left alone.
  - b. Assisting with self-administration of medications, for example, opening the container.
  - c. Monitoring the member's medical condition and ability to perform the activities of daily living including, but not limited to, reporting any changes in condition to the member's physician and case manager.
4. Coordination with the member and/or the member's family, guardian or representative to assure activities and necessary services are provided to meet the objectives of the member's individualized service plan.
5. Assistance with recreational/socialization skill development, training in activities of daily living.

**B. LIMITED SKILLED SERVICES MAY BE PROVIDED BY ACW**

In addition to the non-skilled services and tasks described in section C, the ACW may also provide limited skilled services when the services are included in the member's individualized service plan and as authorized by the case manager. Under R9-28-508, the skilled services are limited to only the following:

1. Bowel care, including suppositories, enemas, manual evacuation and digital stimulation



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2. Bladder catheterizations (non-indwelling) that do not require a sterile procedure
3. Wound care (non-sterile)
4. Glucose monitoring
5. Glucagon as directed by the health care provider
6. Insulin by subcutaneous injection only if the member is not able to self-inject
7. Permanent gastrostomy tube feeding and
8. Additional services requested in writing with the approval of the Director and the Arizona State board of Nursing.

The following requirements must be met in order to receive skilled services:

1. The member must be medically stable and
2. A registered nurse licensed under A.R.S. Title 32, Chapter 15, must visit the member and ACW before a skilled service is performed to:
  - a. Assess, educate and train the member and ACW regarding the specific skilled service the member requires and
  - b. Determine in writing that the ACW understands how and demonstrates the skill to perform the processes or procedures required to provide the specific skilled service.

A unit of ACW service within the SDAC option is 15 minutes. Refer to Exhibit 1300-4 for information regarding service codes.