

**Home Care Services
Prior Authorization Workflow**
(SNV, PDN, HHA, PCA, and Therapies)

For SeniorCare Complete and MSC+ members on the Elderly Waiver (EW): Home care services covered include skilled nurse visits, private duty nursing, home health aide, personal care assistant and supervision, physical therapy, occupational therapy, and speech therapy.

- Complete “Waiver Notification Form” - list only the annual service agreement dates.
- Fax copy of “Waiver Notification Form” to MMSI at 507-433-1150
- Providers will NOT receive an authorization from MMSI Health Services because the Waiver Case Manager is authorizing the service through the waiver.

Best practice – Enter individual home care services in CCM service agreement. Mail Provider a copy of the CCM service agreement that lists the home care services authorized.

For Ability Care members on CAC, CADI, TBI or DD Waiver: Home care services benefit include skilled nurse visits, private duty nursing, home health aide, physical therapy, occupational therapy, and speech therapy.

*Note: Personal care assistant and supervision and Private Duty Nursing is **NOT** included in the Ability Care benefit. It is covered by fee-for-service Medicaid.*

- Complete “Waiver Notification Form” - list only the annual service agreement dates.
- Fax copy of “Waiver Notification Form” to MMSI Health Services at 507-433-1150
- Providers will NOT receive an authorization from MMSI Health Services because the Waiver Case Manager is authorizing the service through the waiver.

Best practice – Individual home care services should be listed in the member’s Ability Care comprehensive care plan.

For SeniorCare Complete, MSC+, and Ability Care members NOT on a Waiver:

- **Skilled Nurse Visits, Home Health Aide, Physical Therapy, Occupational Therapy, and Speech Therapy**
 - Authorization is required after the 20th visit per year per discipline.
 - After the 20th visit, Providers must fax the MA Home Care Fax form (DHS 4074) or the “Medical/Surgical Authorization Request” and the CMS 485 form to MMSI Health Services at 1-888-889-7822.

Best Practice - Care Coordinator should document the home care services the member receives in the member’s comprehensive Care Plan.

Home Care Services
Prior Authorization Workflow
(SNV, PDN, HHA, PCA, and Therapies)

For SeniorCare Complete and MSC+ members NOT on a Waiver:

The 2 services listed below are NOT included in the Ability Care benefit set. These services are paid by fee-for-service Medicaid.

- **Private Duty Nursing (PDN) - Regular and Complex**

- To request authorization for PDN services, the Provider must submit the following:
 - MA Private Duty Nursing Assessment (DHS 4071A)
 - Physician Orders
 - Plan of Care (CMS 485 or DHS 4633)
- The PDN forms listed above must be faxed to MMSI Health Services at 1-888-889-7822.
- MMSI will fax an authorization notice to the Provider with the approved units of services and service agreement date span dates.

- **Personal Care Assistant (PCA) services and Supervision**

- The County Public Health Nurse (PHN) submits the recommendation for PCA units and service agreement span dates to MMSI Health Services within 30 days after receiving the referral for PCA services.
- The PHN faxes the following documents to MMSI Health Services:
 - MA Health Status Assessment and Service Plan (DHS-3244)
 - Any additional documentation as necessary to substantiate services (i.e. Level 1 behavior documentation).
- The PCA forms listed above must be faxed to MMSI Health Services at 1-888-889-7822.
- MMSI will fax an authorization notice to the Provider with the approved units of service and service agreement date span dates.