



# Home and Community Based Services

Quick Reference Guide for Care Managers to access HCBS guidance, manuals, rates and other important information

Prepare to Meet with Child/Family

Discuss Child/Youth Needs

Is the Child/Youth HCBS Eligible?

What HCBS would be beneficial?

What HCBS providers can you refer to?

Follow-Up with Provider Referral

Update POC

<b>Prepare to Meet with Child/ Youth/Family</b>	<b>As a Care Manager, where can I find helpful materials to educate myself BEFORE meeting with the child/youth/family to discuss HCBS?</b>
<b>HCBS Provider Manual</b>	<a href="#">FINAL Home and Community Based Services Provider Manual</a> (PDF) – April 1, 2019
<b>HCBS Services Overview</b>	<ul style="list-style-type: none"> <li>Caregiver/Family Supports and Services, Community Self-Advocacy Training and Supports, and Respite: <a href="https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-1-caregiverfamily-supports-and-services-community">https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-1-caregiverfamily-supports-and-services-community</a></li> <li>Prevocational Employment and Supported Employment: <a href="https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-2-prevocational-employment-and-supported-employment">https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-2-prevocational-employment-and-supported-employment</a></li> <li>Community Habilitation, Day Habilitation, and Palliative Care Services: <a href="https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-3-community-hab-day-hab-and-palliative-care">https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-3-community-hab-day-hab-and-palliative-care</a></li> <li>Adaptive and Assistive Equipment, Vehicle Mods, Environmental Mods, and Non-Medical Transportation: <a href="https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-5-adaptive-and-assistive-equip-vehicle-mods">https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-5-adaptive-and-assistive-equip-vehicle-mods</a></li> <li>Interim HCBS: Family Peer Supports, Youth Peer Supports and Training, and Crisis Intervention: <a href="https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-4-fpss-ypst-and-ci-interim-hcbs">https://ctacny.org/training/childrens-aligned-hcbs-series-webinar-4-fpss-ypst-and-ci-interim-hcbs</a></li> </ul>
<b>Discuss Child/Youth Needs</b>	<b>I have a Child/Youth who is interested in HCBS, where can I find helpful materials to discuss with the child/youth/family to educate them on HCBS?</b>
<b>HCBS Brochure</b>	<a href="#">Children's Home and Community Based Services Brochure</a> (PDF) – April 17, 2019 (Translations coming soon)
<b>HCBS Consumer Web Page</b>	Direct a parent to the Information for Consumers/Medicaid Recipients page: <a href="https://www.health.ny.gov/health_care/medicaid/redesign/behavioral_health/children/info.htm">https://www.health.ny.gov/health_care/medicaid/redesign/behavioral_health/children/info.htm</a>
<b>Children/Family Webinar</b>	The Children's Health and Behavioral Health System Transformation in NY, Children/Family Webinar, Feb. 26, March 21, 2019: <a href="https://www.health.ny.gov/health_care/medicaid/redesign/behavioral_health/children/docs/childrens_transformation_slides_for_consumers_3_21_19.pdf">https://www.health.ny.gov/health_care/medicaid/redesign/behavioral_health/children/docs/childrens_transformation_slides_for_consumers_3_21_19.pdf</a>
<b>Managed Care Complaints?</b>	1-800-206-8125 or email: <a href="mailto:managedcarecomplaint@health.ny.gov">managedcarecomplaint@health.ny.gov</a>
<b>Is the Child/Youth HCBS Eligible?</b>	<b>How do I determine if the child/youth is eligible for HCBS? Once eligibility is determined, how does the child/youth enroll in the Children's Waiver?</b>
<b>REVIEWING HCBS Level of Care (LOC) Eligibility Determination</b>	<a href="#">Children's Aligned HCBS LOC Eligibility Determination</a> – April 23, 2019 (PDF)
<b>Eligibility Forms</b>	<ul style="list-style-type: none"> <li><a href="#">Freedom of Choice – DOH-5276</a> (PDF)</li> <li><a href="#">Licensed Practitioner of the Healing Arts (LPHA) Attestation – DOH-5275</a> (PDF)</li> <li><a href="#">Childhood Medical Disability Report – DOH-5151</a> (PDF)</li> </ul>

	<ul style="list-style-type: none"> <li>• <a href="#">Questionnaire of School Performance – DOH-5152</a> (PDF)</li> <li>• <a href="#">Description of Child’s Activities – DOH-5153</a> (PDF)</li> <li>• <a href="#">Disability Review Team Certificate – DOH-5144</a> (PDF)</li> </ul>
<b>Notice of Determination</b>	<ul style="list-style-type: none"> <li>• <a href="#">Notice of Decision For Enrollment or Denial of Enrollment in the New York State 1915(c) Children’s Waiver</a> (PDF)</li> <li>• <a href="#">Notice of Decision For Discontinuance in the New York State 1915(c) Children’s Waiver</a> (PDF)</li> </ul>
<b>Children and Youth Evaluation Services (C-YES)</b>	<p>The Children and Youth Evaluation Service (C-YES) is a statewide program that determines whether a child/youth (under age 21) is eligible for Home and Community Based Services (HCBS) for children who do not currently have Medicaid or for children who opt-out of the Health Home Serving Children’s program. To make a referral or learn more information – <a href="#">C-YES</a></p> <ul style="list-style-type: none"> <li>• <a href="#">C-YES Referral Form Instructions</a> (PDF) – April 18, 2019</li> </ul> <p>C-YES is available to answer any questions you may have about HCBS and/or our services. Call C-YES at 1-833-333-CYES (1-833-333-2937). TTY: 1-888-329-1541.</p>
<b>Plan of Care</b>	<b>How do I develop and maintain the HCBS Plan of Care (POC)?</b>
<b>Children’s HCBS Planning and Plan of Care Development</b>	<a href="https://ctacny.org/training/childrens-hcbs-planning-and-plan-care-development">https://ctacny.org/training/childrens-hcbs-planning-and-plan-care-development</a>
<b>HCBS Service Plan Guidance</b>	<a href="#">HCBS Service Plan under the 1915c Children’s Waiver</a> (PDF) – May 15, 2019
<b>Additional Resources</b>	<b>Who do I contact if I have questions?</b>
<b>Email for Questions you have for the State related to HCBS</b>	Children’s Behavioral Health Transition Mailbox: <a href="mailto:BH.Transition@health.ny.gov">BH.Transition@health.ny.gov</a>
<b>Capacity Management Email</b>	<a href="mailto:Capacitymanagement@health.ny.gov">Capacitymanagement@health.ny.gov</a>
<b>Managed Care Email</b>	<a href="mailto:OMH-Managed-Care@OMH.ny.gov">OMH-Managed-Care@OMH.ny.gov</a>
<b>Children’s Health Home Questions</b>	<a href="mailto:hhsc@health.ny.gov">hhsc@health.ny.gov</a>