

## **ROOM AND BOARD, ALL GROUP HOMES**

### **Service Description**

**H004-AV**

A 24-hour day service that provides for a safe and healthy living environment that meets the physical needs of an individual.

### **Service Requirements and Limitations**

1. This service may be provided in any licensed community residential setting other than a developmental home (child or adult).
2. This service assumes that the consumer will be afforded:
  - 2.1 personal sleeping accommodations,
  - 2.2 the provision of all daily nutrition and three (3) meals and snacks as healthy and appropriate,
  - 2.3 the provision of household supplies,
  - 2.4 physical and private accommodations for consumers to perform daily personal hygiene,
  - 2.5 the provision of basic personal hygiene supplies,
  - 2.6 sufficient provision of storage space for the consumer's personal use and safekeeping of their personal belongings, and
  - 2.7 physical accommodations sufficient to afford a comfortable environment for all activities of daily living.
3. This service is awarded in conjunction with habilitation, group home services.

### **Service Goals and Objectives**

#### Service Goal

To provide a residential environment that is dignified and "home-like," ensures a safe and healthy living arrangement, and meets the physical and emotional needs of the consumer.

#### Service Objectives

The Qualified Vendor shall ensure that the following objectives are met:

1. Ensure involvement of the consumer and/or his/her family in home furnishings/decor and any necessary modifications to optimize independence and personal preferences. This shall also allow for reasonable and safe accommodation of the consumer's personal belongings.
2. Ensure a safe and healthy living environment, which meets the physical and emotional needs of the consumer, is culturally appropriate and is available to the consumer on a 24-hour basis. An ongoing secondary use of the physical residence (day program, non-emergency respite center) is not appropriate unless all residents consent to such use.
3. Ensure the nutritional maintenance for consumers served by planning, preparing, and providing nutritionally balanced meals and snacks in accordance with the consumer's needs and in conjunction with the consumer's preference. Planning and preparation shall be consistent with generally accepted dietary standards and guidelines for healthy Americans. Menus shall be planned and posted on a weekly basis with consumer participation as appropriate. Menu planning will ensure that consumers receive three (3) nutritious meals per day and appropriate snacks in accordance with USDA dietary guidelines at <http://www.cnpp.usda.gov/dietaryguidelines.htm>
4. The Qualified Vendor shall provide room and board services to consumers in residential settings where habilitation services are being provided in a licensed community residential setting other than developmental homes (i.e., group homes, nursing supported group homes, and community protection and treatment group homes). Exceptions:
  - 4.1 When habilitation services are provided to consumers who are Native American and for whom their Tribe or Bureau of Indian Affairs has agreed to pay for the room and board services.
  - 4.2 When cost share agreements are made by the Division with a behavioral health entity to pay for room and board services as part of "wrap around" services for a consumer.
  - 4.3 For consumers who are receiving services under some other source of funding.
5. Ensure that residential responsibilities are explained to consumers prior to service delivery. Consumer responsibilities and staff responsibilities shall be identified as applicable to residential group home living. The Division uses the "lodging" standard that Americans expect when they stay at a motel: clean linens; bed; storage; safety; privacy; gentle accommodations such as telephone, television, radio, alarm clocks; and hygiene supplies.

### **Service Utilization Information**

This service is provided to individuals who have been authorized to receive habilitation services provided in a licensed community residential setting other than developmental homes.

## **Rate Basis**

Published. The published rate is based on one (1) day of the average cost of room and board.

Throughout the term of the contract, the appropriate billing codes, billing units, and associated billing rules are subject to change. All billing codes and billing units, and associated billing rules will be included in the Division's Policies and Procedures Manual, Billing Manual, RateBook, and/or other provider resources made available by the Division..

## **Direct Service Staff Qualifications**

Direct service staff shall have the ability to carry out residential staff responsibilities on behalf of the Qualified Vendor.

## **Recordkeeping and Reporting Requirements**

1. The Qualified Vendor shall maintain documentation to show that all residents of the home were provided with information regarding residential responsibilities of the Qualified Vendor and the consumer prior to service delivery.
2. The Qualified Vendor shall maintain weekly menus and have them available upon request from the Division.
3. The Qualified Vendor shall maintain data that demonstrates full compliance with all programmatic and contractual requirements of the Department and the Division.