

DDD Agency With Choice User Guide – FOCUS Vendor

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Your Partner For A Stronger Arizona

Division of Developmental Disabilities

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1. Introduction

Agency with Choice is a member-directed option that is available to home-based ALTCS members. Under the Agency with Choice option, the provider agency and the member enter into a co-employment relationship and share employer-based responsibilities for the paid caregiver. The provider agency maintains the authority to hire and fire the caregiver and provide or arrange for the required minimum standardized training for the caregiver.

Member directed models or options allow members to have more control over how certain services are provided, including services like attendant care, personal care and housekeeping – HSK, HAI, ATC and HAH. The models are not a service, but rather define the way in which services are delivered. Member-directed options are available to most Arizona Long Term Care System (ALTCS) members who live in their own home. The options are not available to members who live in an alternative residential setting or nursing facility. ALTCS members or their representatives are encouraged to contact their case manager to learn more about and consider member-directed options.

2. Changes in FOCUS Vendor Application

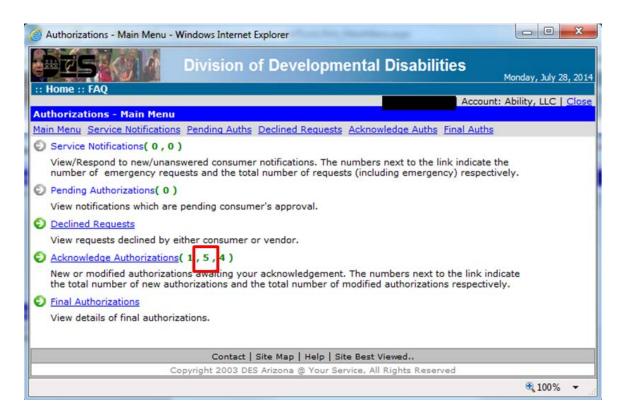
The following changes will be seen in FOCUS Vendor application by Vendors that opted for Agency With Choice.

2.1 Acknowledge within 3 business days

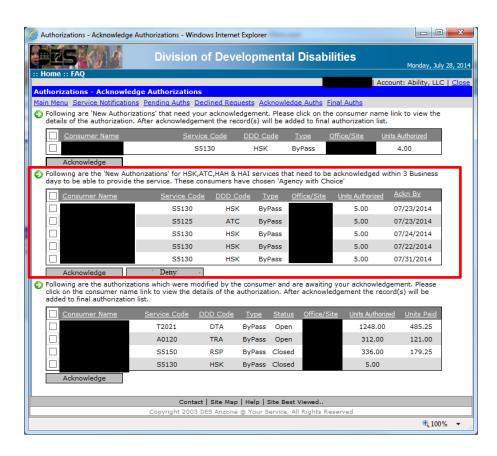
User needs to log in to the FOCUS Vendor application > Service Authorizations > Acknowledge Authorizations

User will see a new grid displaying the list of members with 'AWC' authorizations awaiting for acknowledgement within 3 business days. User as a choice to select the members and 'acknowledge/deny' within 3 business days. Unacknowledged AWC authorizations in this grid past the 3 business day rule will be automatically terminated.

Example:



Count for Authorizations awaiting acknowledgement/deny within 3 business days is displayed on the Service authorizations main screen require AWC Count



User will be able select members and Acknowledge/Deny the authorization.

2.2 Use U-7 modifier

User needs to log in to the FOCUS Vendor application > Service Authorizations > Acknowledge Authorizations > Select a member with authorization created with AWC

Upon Acknowledgement, user will be prompted to use U-7 modifer for submitting claims for services provided under Agency with choice option.

Example:

