

173-39-02.17**Community transition service.**

(A) "Community transition service" means non-recurring set-up expenses for moving to a residence where the person is responsible for living expenses. Examples of set-up expenses are the purchase of essential household furnishings, window coverings, household supplies, food-preparation items, bed linens, or bath linens; fees or deposits to initiate utility services; or moving expenses.

(B) Eligibility criteria:

(1) A case manager may authorize one or more community transition service expenses for:

(a) A consumer who is enrolled in the assisted living program and is in transition from a nursing facility to a residential care facility; or,

(b) A consumer who is enrolled into the PASSPORT program and is in transition from a nursing facility to a house or apartment.

(2) A case manager may only authorize a community transition service expense in a consumer's or care plan or service plan if the consumer's family, neighbors, friends, or community agencies are unwilling or not required to provide the service to the consumer free of charge; or, if no other person (e.g., a landlord) has a legal or contractual responsibility to cover the expense.

(C) Requirements for a community transition service in addition to the conditions of participation under rule 173-39-02 of the Administrative Code:

(1) Deadline: The provider shall furnish the service no later than ninety days after the date the consumer enrolls in the assisted living program or the PASSPORT program.

(2) Consumer choice: The provider shall involve the consumer in the selection of items on the consumer's behalf.

(3) Limitations: The provider shall not furnish any service to a consumer in excess of what the case manager authorizes in the consumer's care plan or service plan.

(4) Provider qualifications: Only an agency that ODA certifies as an agency provider, a person that ODA certifies as a non-agency provider, or a residential care facility that ODA certifies as an assisted living provider shall provide this service.

(5) Service verification:

(a) For each service provided, the provider shall retain a record of the:

- (i) Consumer's name;
  - (ii) Date of service;
  - (iii) Accurate description of each expense;
  - (iv) A receipt for any item purchased;
  - (v) The consumer's signature to verify that the consumer was involved in the selection of any item purchased on the consumer's behalf; and.
  - (vi) The consumer's signature to verify that the service was provided.
- (b) The case manager shall record the consumer's signature of choice in the consumer's service plan. The signature of choice may include a handwritten signature; initials; stamp or mark; or electronic signature.
- (c) The provider may use a technology-based system to collect or retain the records required under this rule.
- (d) The agency provider shall retain records required under this rule and provide access to those records for monitoring according to paragraph (B)(5) of rule 173-39-02 of the Administrative Code. The non-agency provider shall retain records required under this rule and provide access to those records for monitoring according to paragraph (C)(5) of rule 173-39-02 of the Administrative Code. The assisted living provider shall retain records required under this rule and provide access to those records for monitoring according to paragraph (E)(5) of rule 173-39-02 of the Administrative Code.

(D) Rates:

- (1) The sum of the community transition service expenses authorized in a consumer's care plan or service plan constitutes one job of community transition service.
- (2) The per-job rate for a service is negotiable, but is finalized by ODA's desingee.
- (3) The maximum rate allowable for the service is established in the appendix to rule 5101:3-1-06.5 for the assisted living program and in the appendix to rule 5101:3-1-06.1 of the Administrative Code for the PASSPORT program.

Replaces: 173-39-02.17

Effective:

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Certification

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Date

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