

5101:3-32-06

**Case management responsibilities for the choices program.**

The purpose of this rule is to establish the role of the case manager working with the choices program consumer.

The ~~central Ohio area agency on aging~~ PASSPORT administrative agency (PAA) shall be responsible for case management activities, including:

- (A) Provision of a minimum of monthly case management-consumer contact during the first six months of enrollment, and a minimum of quarterly case management-consumer contact thereafter, including an annual in-person re-determination of eligibility and re-authorization of the service plan;
- (B) Assisting the consumer to develop a service plan for a specified period of time that is customized to optimally meet the consumer's functional needs and the consumer's personal and lifestyle preferences for the type, frequency and duration of services, and the consumer's desired level of independence;
- (C) Authorizing services to be delivered as identified in the service plan which is to be used by the consumer, and to negotiate rates with individual providers whereby expenditures may not exceed the authorized amounts identified in the service plan;
- (D) Assisting the consumer, as needed, to develop strategies to recruit, train, supervise, monitor, dismiss providers, and ensuring that providers are performing activities in accordance with the consumer's service plan and the provider requirements as set forth in rule 5101:3-32-05 of the Administrative Code;
- (E) Monitoring consumer outcomes and reporting negative outcomes for quality assurance;
- (F) Reviewing and approving revisions to the service plan as needed, but no less frequently than annually;
- (G) Maintaining documentation and records of all consumer contacts and activities, including all collateral contacts;
- (H) Ensuring compliance with the consumer's right to notice and right to a state hearing as specified in Chapter 5101:6-2 of the Administrative Code.

Effective: 07/01/2005

R.C. 119.032 review dates: 04/15/2005 and 07/01/2010

CERTIFIED ELECTRONICALLY

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Certification

06/20/2005

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Date

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