

5101:3-32-06

**Enrollment process for choices HCBS home and community based services (HCBS) waiver program.**

- (A) The purpose of this rule is to establish the standards and procedures for ~~enrollment an individual to enroll~~ in the choices ~~home and community based services (HCBS)~~ HCBS waiver program.
- (B) An individual must be currently enrolled in the PASSPORT HCBS waiver program as described ~~rule 173-42-01 in Chapter 5101:3-31~~ of the Administrative Code to begin the choices waiver program enrollment process. The individual, a family member or case manager may initiate the ~~contact to the choices enrollment process by contacting~~ choices HCBS waiver program staff to request enrollment.
- (C) An individual who ~~requests enrollment into~~ is seeking enrollment in the choices HCBS waiver program must meet the program eligibility requirements as described in rule 5101:3-32-03 of the Administrative Code prior to enrollment.
- (D) Any applicant for choices HCBS waiver program services is entitled to notice and hearing rights as set forth in section 5101.35 of the Revised Code and ~~division-level designation~~ 5101:6 of the Administrative Code.
- (1) The ~~PAA~~ PASSPORT administrative agency (PAA) must notify the individual and authorized representative, if any, of the approval for enrollment for an individual determined to meet all choices HCBS waiver program eligibility criteria.
- (2) If the PAA determines that the individual does not meet the criteria for enrollment ~~into~~ in the choices HCBS waiver program, the PAA ~~must shall~~ notify the ~~CDJFS county department of job and family services (CDJFS), of the results, and the~~ The CDJFS must shall send notice of the waiver application denial of the waiver application to the individual and his or her authorized representative, if any.
- (3) If the CDJFS determines the individual ~~does not meet the financial eligibility criteria is not eligible for medicaid,~~ the CDJFS ~~must shall~~ send notice of denial ~~of the waiver application~~ to the individual and his or her authorized representative, if any, and notify the PAA of its determination.
- (E) If an individual meets all of the eligibility criteria in rule 5101:3-32-03 of the Administrative Code, but a slot is not available for enrollment in the choices waiver program, the individual ~~must shall~~ be placed on a waiting list ~~according to the date the individual was determined to meet eligibility for choices as described in paragraphs (A) to (E) of rule 5101:3-32-03 of the Administrative Code and offered enrollment in accordance with Chapter 173-44 of the Administrative Code.~~

~~(F) The PAA must remove each individual from the waiting list be enrolled in the choices waiver program according to the chronological order of the date the individual was placed on the waiting list.~~

Effective:

R.C. 119.032 review dates: 07/14/2011

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Certification

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Date

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