

**Janice K. Brewer, Governor**  
**Thomas J. Betlach, Director**

801 East Jefferson, Phoenix, AZ 85034  
PO Box 25520, Phoenix, AZ 85002  
Phone: 602-417-4000  
www.azahcccs.gov



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**DATE:** March 6, 2013  
**TO:** Holders of AHCCCS Medical Policy Manuals  
**FROM:** Kevin Neill, Policy Manager  
Office of Medical Policy, Analytics and Coding, AHCCCS  
**SUBJECT:** AHCCCS Medical Policy Manual (AMPM)  
Update, 2013-01

Please note that the effective date of all revisions in Update 2013-01 is March 1, 2013.

### **AMPM Main Table of Contents**

The AMPM Main Table of Contents (TOC) has been revised to reflect changes made in individual policies and exhibits, described below.

The TOC revision also deletes Exhibit 1620-5. Exhibit 1620-5 is now reserved.

### **Policy 1230-A, Direct Care Services (Attendant Care, Personal Care, and Homemaker Services)**

Policy 1230-A was edited to remove all references to the choice of single occupancy for members in Assisted Living Centers. Language was also changed to define direct care services that are provided through the Agency with Choice (AWC) option.

### **Policy 1240-E, Habilitation**

Language was added to Policy 1240-E to describe HCBS provided as part of the AWC option to members who reside in their own home.

### **Chapter 1300 – Member Directed Options**

Chapter 1300 has been restructured and language changed to adopt and implement AWC for ALTCS members receiving HCBS in their own home. Agency with Choice is allowable as a Community First Choice, State Plan Option under Federal regulation.

The changes to Chapter 1300 serve to operationalize the AWC option for AHCCCS, members, Contractors and HCBS provider agencies.

### **Policy 1620, ALTCS Case Management Procedures**

Language in Policy 1620 was added and edited to describe services provided through member directed options, particularly in relation to Agency with Choice.

### **Exhibit 1620-5, Case Management Standards Assisted Living Center/Single Occupancy Form**

Exhibit 1620-5 has previously been used to capture a member's choice in designating single occupancy in Assisted Living Centers. This Exhibit has been deleted and placed in reserve.

### **Exhibit 1620-13, Service Plan**

Language in Exhibit 1620-13 was changed to meet the requirements outlined in Federal regulation for the Community First Choice/Agency with Choice service option (42 CFR 441.500-590).

### **Exhibit 1620-15, Assisted Living Facility Residency Agreement**

Exhibit 1620-15 has been edited to remove all references to the choice of single occupancy for members in Assisted Living Centers.

### **Exhibit 1620-17, HCBS Needs Tool**

Exhibit 1620-17 has been changed to make technical corrections to ensure consistency in policy language at it pertains to member-directed options.

### **Policy 1630, Case Management Administrative Procedures**

Language in Policy 1630 has been changed to define administrative responsibilities related to conflict of interest during the case management of enrolled members.