



Washington State Transition Plan for New HCBS Rules

December 11, 2014 (Updated January 6, 2015)

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Introduction-Purpose

The Washington State Health Care Authority (HCA), the Department of Social and Health Services (DSHS) Aging and Long-Term Support Administration (AL TSA), and the Developmental Disabilities Administration (DDA) submit this proposed transition plan in accordance with the requirements set forth in the Centers for Medicare and Medicaid Services new requirements for Home and Community-based Services (HCBS Final Rule 42 CFR Parts 430, 431, 435, 436, 441 and 447) that became effective March 17, 2014. Washington State fully supports the intent of the HCBS setting rules. Washington State has long been an advocate for providing services to clients in the most integrated home and community-based settings, and is a leader in providing clients with choices regarding the settings in which long-term services and supports are provided.

Overview of Washington’s HCBS System

Aging and Long-Term Support Administration--Overview

The DSHS Aging and Long-Term Support Administration (AL TSA) mission is to transform lives by promoting choice, independence and safety through innovative services. AL TSA’s Medicaid HCBS waiver programs are:

- The Community Options Program Entry System (1915(c) waiver)—serving over 36,000 individuals.
- The New Freedom HCBS (1915(c) waiver)—serving about 640 individuals.
- The Residential Support Waiver (1915(c) waiver)—this waiver was recently approved by the Centers for Medicare and Medicaid Services and is intended to serve about 70 individuals.

In addition to the Medicaid HCBS waiver programs, AL TSA also offers these state plan programs:

- Medicaid Personal Care—serving over 16,000 individuals.
- Managed Care PACE—serving over 500 individuals.
- Private Duty Nursing—serving about 100 individuals.

AL TSA also administers the Roads to Community Living (Money Follows the Person) federally -funded program—serving over 1100 individuals.

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ALTSA offers services that empower individuals to remain independent and supported in the setting of their choice. This is accomplished through the development of person-centered care plans that reflect individual choices and preferences.

ALTSA offers a variety of services that support people in the community, including:

- Personal care and supportive services for about 54,400 individuals living in their own homes, adult family homes and assisted living settings.
- Assistance with skilled nursing needs available in all settings.
- Assistance with movement from nursing homes to independent living and community residential settings.
- Information and assistance regarding services available in-home, in adult family homes, assisted living facilities, and nursing homes, including options counseling for individuals regardless of income.
- Locally-designed programs focused on the needs of adults who are older.
- The Stanford University Chronic Disease Self-Management Education Programs and other evidence-based health promotion programs.
- Care coordination for foster children to support improved health outcomes for children and their families.
- Protection of safety, rights, security and well-being of people in all settings, including licensed or certified care settings
- Protection of vulnerable adults from abuse, neglect, abandonment, and exploitation.

ALTSA's strategies are driven by several bedrock principles. Staff are essential in carrying out these core principles and are one of the primary reasons the state's long-term care system is ranked as one of the best in the nation.

We believe the individuals we support:

- Should have the central role in making decisions about their daily lives.
- Will choose supports that promote health, independence, community integration, and self-determination.
- Succeed best when support is person-centered and recognizes that their needs are interrelated.

We believe families and friends of the people we support:

- Are an essential reason many people can live successfully in their own homes and communities.
- Can realize a positive difference in their lives, and the lives of their loved one, with even a small investment in support.
- Act as advocates for quality support and services in the best interest of their family member or friend.

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We believe the system of services administered by ALTA must be:

- Accountable for outcomes and costs.
- Informed by evidence of effectiveness.
- Responsive to changing needs.
- Sustainable over time and within realistic resource estimates.
- Collaborative with service recipients, families, communities, providers, partners, and other stakeholders.
- Accessible to individuals who are Limited English Proficient or have a communication barrier due to a disability.
- Able to keep people free from abuse and neglect, and support shared responsibility with individuals, families, providers, advocates and communities to prevent or respond to abuse and abusers.

Operationalizing these strategies has allowed Washington State to be a national leader in rebalancing our service delivery system from institutional to home and community-based settings with 84% of Medicaid clients receiving services in their own homes and community residential settings. In fact, AARP released its 2014 scorecard of states' long-term care systems in which Washington State was ranked second in the nation in terms of long-term services and supports for older adults, people with physical disabilities, and family caregivers.

Developmental Disabilities Administration--Overview

The DSHS Developmental Disabilities Administration mission is to transform lives by creating partnerships that empower people. DDA's Medicaid HCBS waiver programs are:

- CORE (1915(c) waiver)--serving about 4500 individuals.
- Basic Plus (1915(c) waiver)--serving about 7800 individuals.
- Children's Intensive In-Home Behavioral Supports (CIIBS) (1915(c) waiver)—serving about 100 individuals.
- Community Protection (1915(c) waiver)--serving about 430 individuals.

DDA administers programs that are designed to assist individuals with developmental disabilities and their families to obtain services and supports based on individual preferences, capabilities and needs.

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DDA also administers the Roads to Community Living (Money Follows the Person) federally -funded program.

DDA strives to develop and implement public policies that promote individual worth, self-respect, dignity, and power of choice; healthy safe and fulfilling lives; and supports that meet the individual's needs during the person's life span.

DDA offers the following supports and services:

- Case management for everyone receiving services. Over 24,000 individuals receive services from DDA annually.
- Individual and family services that are offered in the family home to meet respite and other critical needs such as therapies, minor home modifications, etc. This state-only funded program serves over 1979 individuals and their families.
- State supplementary payment program offered in the family home provides cash payments in lieu of individual and family services and serves over 1500 individuals.
- Employment and community access services to increase the independence, self-respect and dignity of individuals with developmental disabilities. DDA currently provides employment and day supports to 9500 individuals.
- Residential Services that include community homes for children and adults as well as residential habilitation centers. DDA currently provides residential supports to 7940 individuals who live in their own homes, adult family homes, licensed staff residential, group homes, companion homes, or state operated living alternatives.
- Medicaid/Waiver personal care services provide in-home assistance with activities of daily living. Over 12,000 individuals receive Medicaid/Waiver personal care services through DDA.

Provider Types used by ALTSA and DDA

Individuals on Medicaid may receive HCBS services in their own home or from a residential provider. In-home service providers include individual providers, home care agency providers, and DDA supported living providers. Residential providers include adult residential services, enhanced residential services, assisted living facilities and adult family homes, DDA group homes, group training homes, staffed residential, companion homes and group care facilities.

Oversight of ALTSA and DDA Providers

DSHS licenses Adult Family Homes and Assisted Living Facilities, and certifies supported living and group home providers, according to state laws (Revised Code of Washington, RCW) and Washington Administrative Code (WAC). The Department's Residential Care Services Division (RCS) conducts

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unannounced inspections at least every 18 months and at least every two years for supported living and DDA group homes, complaint investigations and monitoring visits to determine if homes are in compliance with laws, regulations, and contract requirements. The provider must promote the health, safety, and well-being of each resident living in each licensed or certified setting.

The licensing and certification processes include monitoring of the following:

- Criminal background checks on all providers, staff, volunteer caregivers, and anyone who will have unsupervised access to residents;
- National fingerprint-based background checks on all providers, entity representatives, resident managers, and caregivers hired after January 1, 2012;
- Financial assessments;
- Complaints received by either DSHS or Department of Health;
- The Department's abuse registry;
- Ensuring completion of the Department-approved orientation for AFH providers and administrator training for AFH administrators;
- Ensuring that the provider/caregivers have completed specific training requirements; and
- On-site inspections to ensure homes meet all licensing and certification requirements.

Outcomes of the licensing/certification processes include enforcement actions taken on non-compliant providers (such as plans of correction, shortened timelines for certification, fines, and certification/license revocation). In addition, system issues are addressed through training of providers, revision of laws and rules, and strengthening of licensing requirements. This information is used by the RCS Management Team, HCS Management Team, DDA Management team and an AL TSA-wide executive management committee.

DSHS -contracted evaluators conduct annual inspections of adult day service centers and companion homes to ensure that they are complying with state laws and regulations.

Children's Administration's Division of Licensed Resources (DLR) conducts inspections of staffed residential, child foster homes, and children's group care facilities at least every three years. DLR is also responsible for complaint investigations along with Child Protective Services (CPS).

Public Input Process

Notices to Providers

The new HCBS requirements apply to the HCBS waiver programs described in the Introduction-Purpose. AL TSA and DDA notified providers in writing about the new HCBS requirements. The notices are posted [here](#).

- Letter to Stakeholders Announcing the Changes (January 13, 2014)
- Letter to Pre-vocational providers (November 6, 2014)
- Letter to Group Training Homes (November 6, 2014)
- Notice to Assisted Living Administrators about Resident Interviews regarding new HCBS rules (May 22, 2014)
- Notice to Assisted Living Facility Administrators and Interested Parties regarding New HCBS Rules Web Page (September 29, 2014)
- Notice to Adult Family Home Providers and Interested Parties regarding New HCBS Rules Web Page (September 29, 2014)

Stakeholder comments about the transition plan were solicited through the methods described below. Stakeholder comments were provided through a variety of methods including e-mail, telephone, letter, in-person meetings, via conferences and webinars, and the internet site.

Stakeholder and Tribal Meetings/Presentations

- Provided statewide informational webinars on May 30, 2014 and November 5, 2014.
- Conducted five meetings with AL TSA stakeholders and advocates.
- Conducted six meetings with Developmental Disabilities Administration (DDA) stakeholders and advocates.
- Letter to DDA Stakeholders for public feedback meeting (October 6, 2014)
- Posted presentation on AL TSA internet site <https://www.dshs.wa.gov/altsa/stakeholders/home-and-community-based-services> on August 27, 2014.
- Held tribal roundtable discussions on September 16, 2014, and October 14, 2014.
- Held formal tribal consultation on October 23, 2014.

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State Posting of Transition Plan for Public Comment

- Published [first public notice](#) in Washington State Register on September 3, 2014.
- Published second [public notice](#) in Washington State Register on October 15, 2014.
- Mailed notice to stakeholders and tribes on December 2, 2014 regarding the posting of the draft transition plan effective December 17, 2014.
- Posted draft transition plan on ALISA internet site <http://www.dshs.wa.gov/alisa> on December 17, 2014 to open the public comment period.
- Posted updated draft transition plan on ALISA internet site on January 6, 2015 to extend the comment period until February 6, 2015.
- Posted information on the transition plan on the DDA internet site <http://www.dshs.wa.gov/ddd/> on October 20, 2014.
- Mailed letter announcing the draft transition plan to tribes and key stakeholders on December 17, 2014.
- Provided statewide webinar on December 17, 2014, as an additional opportunity to discuss and solicit comments on the draft transition plan.
- Published additional public notice in Home and Community Services Offices, Area Agency on Aging Offices, and Developmental Disabilities Administration Offices on January 5, 2015.
- Published third public notice in Washington State Register on January 21, 2015.

Results of the State Assessment of HCBS Settings

ALISA and DDA reviewed the requirements for HCBS settings and identified settings that fully comply with the requirements, settings that will comply with the requirements after implementing changes, and settings that do not or cannot meet the HCBS requirements. The review included an analysis of state laws, rules, policies, processes, and forms/tools in relation to the new federal HCBS requirements and an identification of changes that are necessary to achieve and maintain compliance with the federal HCBS requirements. The review details are in the appendices.

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Settings that fully comply with HCBS Characteristics:

- [In home](#)
- [Supported Living](#)
- [Adult Day Services](#)
- [Group Home](#)
- [Licensed Staffed Residential, Child Foster Care and Group Care Facilities](#)
- [Assisted Living Facility](#)
- [DDA Individual Employment work sites](#)
- [DDA Group Supported Employment work sites](#)
- [Community Healthcare Providers](#)
- [Dental Providers](#)
- [Vehicle Modification Providers](#)
- [Veterinarians for Service Animals](#)
- [Transportation Providers](#)

With changes, settings that will fully comply with HCBS characteristics:

- [Adult Family Home](#)
- [Adult Residential Care/Enhanced Adult Residential Care](#)
- [DDA Group Training Homes](#)
- [DDA Companion Homes](#)

See Appendix C for further information about the actions that will be taken to achieve compliance and the timelines for these actions.

Settings that do not/cannot meet HCBS characteristics:

- [DDA Pre-Vocational Services](#)

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See Appendix C for further information about the plans for DDA Pre-Vocational Services and the individuals affected.

APPENDIX A: Analysis by Setting

In-Home

Setting Description: These are private homes or apartments located in the community where the client lives and receives HCB services such as personal care and other supportive waiver services.

Number of Individuals Served: 50,639 clients

Characteristics/Requirements Met		
Characteristics/Requirements	In-Home State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid	<p>Chapters 388-71 WAC, 388-106, 388-825, and Chapters 74.34, 74.39A RCW contain the administrative rules and laws for this setting.</p> <p>Waiver participants and state plan participants access services in their homes and in typical public community settings.</p> <p>The State has completed a review of state laws and regulations regarding the in-home</p>	<p>Case Managers (CMs) complete face-to-face assessments annually and when there is a significant change in the client's condition. Clients who require targeted case management receive more frequent contacts.</p> <p>National Core Indicator (NCI) Adult Consumer Survey State Outcomes for 2011-2012¹: 86% of Washington</p>

¹ The Oversight Process column includes information from the National Core Indicator survey results for Washington State (2011-2012). The NCI program is a voluntary effort by state developmental disability agencies to track and measure their own performance and to pool knowledge and resources to create a nationally validated set of performance measures. The effort is coordinated by the National Association of State Directors of Developmental Disability Services (NASDDDS) in collaboration with the Human Services Research Institute (HSRI). The NCI Adult Consumer Survey is an
(footnote continued)

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Characteristics/Requirements	In-Home State Assessment	Oversight Process
HCBS.	setting. All rules and regulations regarding this setting are consistent with federal HCBS setting regulations.	respondents reported they have support needed to see friends when they want to. <u>NCI</u> : 60% of Washington respondents have integrated employment as a goal in their service plan (in contrast to the national average of 21%). <u>NCI</u> : 85% of Washington respondents reported they have friends other than staff and family. <u>NCI</u> : 93% of Washington respondents reported they like their job in the community. <u>NCI</u> : 91% of Washington respondents reported they always have adequate transportation.
The setting is selected by the individual from among setting options including non-disability specific	Services are provided in person's own private home or apartment.	CMs offer the individual choices of long-term care settings and provider types. <u>NCI</u> : 89% of Washington respondents

annual interview conducted with a person who is receiving services from the state. DDA's Performance Quality Improvement staff complete annual NCI surveys of waiver recipients.

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Characteristics/Requirements	In-Home State Assessment	Oversight Process
settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.		reported they like where they live.
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	<p>Case Managers review with the client the client rights and responsibilities form which discusses the client's rights to be treated with dignity, respect, and without discrimination; the right to have information kept private; the right to not be abused, neglected, financially exploited, or abandoned; the right to make choices about services; the right to not be forced to answer questions or do something the client does not want to do (DSHS 16-172).</p> <p>WAC 388-823-1095 my rights as a DDA client</p>	<p>Case Managers (CMs) complete face-to-face assessments annually and when there is a significant change in the client's condition. Clients who require targeted case management receive more frequent contacts.</p> <p>CMs ensure that client rights are protected and make referrals to Adult Protective Services (APS) as required.</p> <p>NCI: 93% of Washington respondents reported they can go on a date, or can date with some restrictions, if they want to.</p> <p>NCI: 95% of Washington respondents reported people never enter their home without asking permission.</p> <p>NCI: 88% of Washington respondents reported they can be alone at home with visitors.</p>

Characteristics/Requirements	In-Home State Assessment	Oversight Process
		<p><u>NCI</u>: 95% of Washington respondents reported they have enough privacy at home.</p> <p><u>NCI</u>: 96% of Washington respondents reported they could use the phone or internet without restrictions.</p> <p><u>NCI</u>: 95% of Washington respondents reported staff at home are nice and polite.</p>
<p>Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.</p>	<p>Chapters 388-71 WAC, 388-106, 388-825, and Chapters 74.34, 74.39A RCW contain the administrative rules and laws for this setting.</p> <p>Case Managers review with the client the client rights and responsibilities form which discusses the client's rights to be treated with dignity, respect, and without discrimination; the right to have information kept private; the right to not be abused, neglected, financially exploited, or abandoned; the right to make choices about services; the right to not be forced to answer questions or do something the client does not want to do.</p>	<p>Case Managers (CMs) complete face-to-face assessments annually and when there is a significant change in the client's condition. Clients who require targeted case management receive more frequent contacts.</p> <p><u>NCI</u>: 91% of Washington respondents reported they choose or have input in choosing their daily schedule.</p> <p><u>NCI</u>: 97% of Washington respondents reported they choose or have input in choosing how to spend free time.</p> <p><u>NCI</u>: 93% of Washington respondents reported they choose or have input in choosing how to spend their money.</p>
<p>Individual choice regarding services and supports, and who provides them, is facilitated.</p>	<p>Chapters 388-71 WAC, 388-106, 388-825, and Chapters 74.34, 74.39A RCW contain the administrative rules and laws for this setting.</p>	<p>Case Managers (CMs) complete face-to-face assessments annually and when there is a significant change in the</p>

Characteristics/Requirements	In-Home State Assessment	Oversight Process
	<p>Case Managers review with the client the client rights and responsibilities form which discusses the client's rights to be treated with dignity, respect, and without discrimination; the right to have information kept private; the right to not be abused, neglected, financially exploited, or abandoned; the right to make choices about services; the right to not be forced to answer questions or do something the client does not want to do.</p>	<p>client's condition. Clients who require targeted case management receive more frequent contacts. <u>NCI</u>: 90% of Washington respondents reported their case manager/service coordinator helps get what they need. <u>NCI</u>: 91% of Washington respondents reported their case manager/service coordinator asks what they want. <u>NCI</u>: 94% of Washington respondents reported they helped make their service plan. <u>NCI</u>: 87% of Washington respondents reported they get the services they need.</p>
<p>Provider owned or controlled residential-setting requirements do not apply.</p>	<p>Services are provided in person's own home or apartment.</p>	<p>Not applicable.</p>

Supported Living

Setting Description: Instruction and support services provided in an individual's own private home or apartment, typically shared with housemates.

Number of Individuals Served: 3726

Characteristics/Requirements Met		
Characteristics/Requirements	Supported Living State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	<p>The Supported Living WACs are in Chapter 388-101. Participants reside in private homes located in the community and access services in their homes and in typical public community settings.</p> <p>The State has completed a review of state laws and regulations regarding the in-home setting. All rules and regulations regarding this setting are consistent with federal HCBS setting regulations.</p>	<p>As part of the inspection process described in the overview, Residential Care Services conducts client observations, client and collateral interviews, service provider, and staff interviews. RCS reviews clients' finances, and also conducts client record reviews.</p> <p>For further information on consumer satisfaction and HCBS compliance, see NCI survey results referenced in the in-home setting.</p>
The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and	<p>Services are provided in person's own private home or apartment.</p> <p>WAC 388-823-1095 my rights as a DDA client</p> <p>For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents</p>	<p>As part of the inspection process described in the overview, Residential Care Services conducts client record reviews, and RCS ensures that the person centered service plan is in place.</p>

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Characteristics/Requirements	Supported Living State Assessment	Oversight Process
are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.	that individuals are informed of their options regarding settings and providers.	
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	Protection of rights is enforced through WAC 388-101-3320 through WAC 388-101-3360 .	As part of the inspection process described in the overview, Residential Care Services conducts client observations, client and collateral interviews, service provider and staff interviews. RCS conducts client record reviews.
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	Protection of rights is enforced through WAC 388-101-3320 through WAC 388-101-3360	As part of the inspection process described in the overview, Residential Care Services conducts client observations, client and collateral interviews, service provider and staff interviews. RCS conducts client record reviews.
Individual choice regarding services and supports, and who provides them, is facilitated.	Protection of rights is enforced through WAC 388-101-3320 through WAC 388-101-3360	CMs offer the individual choices of long-term care settings and provider types. As part of the inspection and the RCS complaint investigation process described in the overview, Residential Care Services conducts client observations, client and collateral interviews, service provider and staff

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Characteristics/Requirements	Supported Living State Assessment	Oversight Process
		interviews. RCS conducts client record reviews.
Provider -owned or controlled residential-setting requirements do not apply.	Services are provided in person's own home or apartment.	Not applicable

Adult Day Services

Setting Description: Adult day services programs are community-based programs with the goals of meeting the needs of adults with impairments through individualized plans of care. Adults may receive services through an adult day care or adult day health program. Adult Day Care is a supervised daytime program providing core services for adults with medical or disabling conditions that do not require the intervention or services of a registered nurse or licensed rehabilitative therapist acting under the supervision of the client's authorizing practitioner. Adult Day Health (ADH) is a supervised daytime program providing skilled nursing and/or rehabilitative therapy services in addition to the core services of adult day care. Adult day health services are appropriate for adults with medical or disabling conditions that require the intervention or services of a registered nurse or licensed rehabilitative therapist acting under the supervision of the client's authorizing practitioner. All community members have free access to these services and settings including both Medicaid and non-Medicaid funded participants.

Number of ADH and ADC Centers contracted for Medicaid: 19

Number of centers contracted only for ADC for Medicaid: 11

Characteristics/Requirements Met

Characteristics/Requirements	Adult Day Services State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage	Adult day service programs provide opportunities for community integration for people living alone. WAC 388-71-0742 (1) Center policies must define ...participant rights and responsibilities...	The Area Agency on Aging monitors the adult day center at least annually to determine compliance with adult day care and/or adult day health requirements and the requirements for contracting with the department or the

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Characteristics/Requirements	Adult Day Services State Assessment	Oversight Process
in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	(3) A participant bill of rights describing the client's rights and responsibilities must be developed, posted, distributed to and explained to participants, families, staff and volunteers.	AAA, including compliance with this requirement.
The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	The Area Agency on Aging monitors the adult day center at least annually to determine compliance with adult day care and/or adult day health requirements and the requirements for contracting with the department or the AAA, including compliance with this requirement.
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	WAC 388-71-0768 (1) and (5) (a) The facility must have sufficient space....The program must provide and maintain essential space necessary to provide services and to protect the privacy of the participants receiving services. In addition to space for program activities, the facility must have a rest area and designated areas to permit privacy.	The Area Agency on Aging monitors the adult day center at least annually to determine compliance with adult day care and/or adult day health requirements and the requirements for contracting with the department or the AAA, including compliance with this requirement.
Individual initiative, autonomy, and independence in making life choices, including	WAC 388-71-0718 (4)(c). Also, in the revised WAC, the Department enhanced the	The Area Agency on Aging monitors the adult day center at least annually to

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Characteristics/Requirements	Adult Day Services State Assessment	Oversight Process
but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	participant's right to participate per their preferences (new WAC 388-71-0702(L)). The rule mandates a negotiated service agreement that is client directed, and that clients must be offered alternatives when they do not want to participate.	determine compliance with adult day care and/or adult day health requirements and the requirements for contracting with the department or the AAA, including compliance with this requirement.
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	The Area Agency on Aging monitors the adult day center at least annually to determine compliance with adult day care and/or adult day health requirements and the requirements for contracting with the department or the AAA, including compliance with this requirement.
The setting is physically accessible to the individual	WAC 388-71-0766 (1)(4)(5)(6)(7) regarding facility location and facility hardware, and WAC 388-71-0768 regarding physical environment requirements. Also, the Department has proposed WAC 388-71-0766 effective late January 2015 requiring that the site have a ramp if there are stairs at the site.	The Area Agency on Aging monitors the adult day center at least annually to determine compliance with adult day care and/or adult day health requirements and the requirements for contracting with the department or the AAA, including compliance with this requirement.

Note: The state identified one adult day care center that was located in a nursing facility (Josephine Sunset Home). The center terminated its contract June 18, 2014—no Medicaid -funded participants were receiving adult day services prior to termination of the contract.

DDA Group Home

Setting Description: Provides community residential instruction, supports, and services to two or more individuals who are not related to the provider. Group homes are licensed as an adult family home or assisted living facility.

Number of individuals served: 268 individuals served in DDA Group Homes

Characteristics/Requirements Met		
Characteristics/Requirements	DDA Group Home State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	<p>RCW 70.129.140 (b) interact with members of the community both inside and outside the facility.</p> <p>70.129.040 (1) personal resources</p> <p>70.129.020 Exercise of rights.</p> <p>388-76-10510 (5) Is provided the opportunity to engage in religious, political, civic, recreational, and other social activities of their choice</p> <p>388-76-10620 Resident rights – Quality of life –</p> <p>WAC 388-76-10640 Resident rights – Quality of life – Reasonable accommodation.</p> <p>388-76-10555 Resident rights – Financial affairs.</p> <p>388-76-10520 refers to Chapter 70.129 RCW</p>	<p>As part of the inspection process described in the overview, Residential Care Services conducts resident interviews regarding respect of individuality, independence, personal choice, dignity, and activities. RCS also conducts resident observations and talks with a sample of residents to determine compliance with this requirement.</p> <p>For further information on consumer satisfaction and HCBS compliance see NCI survey results referenced in the in-home setting.</p>

Characteristics/Requirements	DDA Group Home State Assessment	Oversight Process
The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.	<p>During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers.</p> <p>WAC 388-823-1095 my rights as a DDA client</p> <p>For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.</p>	<p>CMs offer the individual choices of long-term care settings and provider types.</p> <p>As part of the inspection and the RCS complaint investigation process described in the overview, Residential Care Services conducts client observations, client and collateral interviews, provider and staff interviews. RCS conducts client record reviews.</p>
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	<p>Rights are protected in RCW 70.129.005 and WAC 388-76-10620 (1), including not using restraints on any resident (RCW 70.129.120)</p> <p>Protection of rights is also enforced through WAC 388-101-3320 through WAC 388-101-3360</p>	<p>As part of the inspection process described in the overview, RCS conducts an environmental tour as part of the facility inspection process, conducts resident record reviews, and observes use of restraints, and talks with a sample of residents to determine compliance with this requirement.</p>
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	<p>Rights are protected in RCW 70.129.140 and RCW 70.129.005.</p> <p>Protection of rights is also enforced through WAC 388-101-3320 through WAC 388-101-3360</p>	<p>As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.</p>

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Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers.	This is a component of the CARE assessment process. This is also documented as part of the preliminary/negotiated care plan.
Individuals have a choice of roommates in the setting;	WAC 388-76-10685 (5) WAC 388-110-140 (2) The contractor must ensure each resident has a private apartment-like unit. WAC 388-78A-3010	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals have the freedom to furnish and decorate their sleeping or living units	RCW 70.129.100 --(1) The resident has the right to retain and use personal possessions, including some furnishings, and appropriate clothing, as space permits, unless to do so would infringe upon the rights or health and safety of other residents.	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time	RCW 70.129.140 (2) Within reasonable facility rules designed to protect the rights and quality of life of residents, the resident has the right to: (a) Choose activities, schedules, and health care consistent with his or her interests, assessments, and plans of care; (b) Interact with members of the community	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.

Characteristics/Requirements	DDA Group Home State Assessment	Oversight Process
	both inside and outside the facility; (c) Make choices about aspects of his or her life in the facility that are significant to the resident;	
Individuals are able to have visitors of their choosing at any time	RCW 70.129.090 (1) The resident has the right and the facility must not interfere with access to any resident by the following: (f) Subject to reasonable restrictions to protect the rights of others and to the resident's right to deny or withdraw consent at any time, immediate family or other relatives of the resident and others who are visiting with the consent of the resident;	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
The setting is physically accessible to the individual	WACs: 388-76-10685 Bedrooms 388-76-10695 Building Codes-Structural requirements 388-76-10870 – Resident evacuation capability levels – identification required Building Code 51-51-R325 has more details related to ramps, bathrooms, grade of walkway, etc.	As part of the inspection process described in the overview, RCS conducts an environmental tour regarding this requirement.
The setting that is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of,	This is not applicable. These are residential homes. None are attached to institutions.	Not applicable

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Characteristics/Requirements	DDA Group Home State Assessment	Oversight Process
or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.		
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the State, county, city or other designated entity.	<p>RCW 70.129.110 provides protections beyond that required in landlord-tenant law regarding requirements a provider must meet before discharging or transferring a resident, including first making an attempt through reasonable accommodations to avoid the transfer or discharge and giving at least 30 days' notice before the transfer or discharge.</p> <p>Title 59 RCW provides protections, including an unlawful entry and detainer action as outlined in Chapter 59.16 RCW, including a process for contesting the eviction.</p>	This provision is enforced through the RCS licensing requirements.

Characteristics/Requirements Will Meet with Changes

Characteristics/Requirements	Proposed Changes
Units have lockable entrance doors, with appropriate staff having keys to doors.	Change WAC to comply with this change.

Licensed Staffed Residential, Child Foster Home, and Group Care Facilities

Setting Description: Staffed Residential, Child Foster Home and Group Care Facilities are licensed and contracted placement options available to DDA enrolled children who require out of home placement due solely to their disability.

Number of Individuals Served: 950 children

Characteristics/Requirements Met		
Characteristics/Requirements	Licensed Staffed Residential, Child Foster Home, and Group Care Facilities State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	DDA Licensed Staffed Residential (LSR) Contract and WAC 388-148-0120 through 0665. The State has completed a review of state laws and regulations regarding Staffed Residential, Child Foster Care and Group Care Facilities. All rules and regulations regarding this setting are consistent with federal HCBS setting regulations.	Children's Administration's Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children's Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children's Staffed Residential Quality Assurance Assessment tool (DSHS 21-059).
The setting is selected by the individual from among setting options	DDA policy identifies that the referral process is a joint process and that the service options are	Children's Administration's Division of Licensed Resources (DLR) licenses each

Characteristics/Requirements	Licensed Staffed Residential, Child Foster Home, and Group Care Facilities State Assessment	Oversight Process
including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.	discussed in person. WAC 388-823-1095 my rights as a DDA client For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.	of these settings. Licenses do not exceed 3 years. DLR and Children's Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children's Staffed Residential Quality Assurance Assessment tool.
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	Licensed Staffed Residential (LSR) Contract and DDA policies 5.19 and 5.20 contain language that addresses this requirement. WAC 388-823-1095 my rights as a DDA client	Children's Administration's Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children's Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children's Staffed Residential Quality Assurance Assessment tool.
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	WAC 388-826-0040 communicates therapeutic supports. DDA policy 4.10 and contract referral process and setting types to look for settings that support the family cultural needs. WAC 388-823-1095 my rights as a DDA client	Children's Administration's Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children's Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed

Characteristics/Requirements	Licensed Staffed Residential, Child Foster Home, and Group Care Facilities State Assessment	Oversight Process
		Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children's Staffed Residential Quality Assurance Assessment tool.
Individual choice regarding services and supports, and who provides them, is facilitated.	Policy 4.10 and contract regarding referral process and setting types will look for settings that support the family cultural needs. WAC 388-823-1095 my rights as a DDA client	Children's Administration's Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children's Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children's Staffed Residential Quality Assurance Assessment tool.
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the State, county, city or other designated entity;	Not applicable. Child settings Chapters 388-148 and 388-826 WAC require notification of provider in writing. Voluntary Placement Service (VPS) statement identifies that any party could choose to terminate this placement and child would return to their family's home.	Children's Administration's Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children's Protection Services (CPS) investigate complaints.

Characteristics/Requirements	Licensed Staffed Residential, Child Foster Home, and Group Care Facilities State Assessment	Oversight Process
Individuals have the freedom to furnish and decorate their sleeping or living units	This is specified in the LSR contract	Children’s Administration’s Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children’s Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children’s Staffed Residential Quality Assurance Assessment tool.
Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time	WAC 388-148-0370 – 0390 Rule requires the contractor to post a menu. Clients can choose snack options. Evaluation tool asks child if they go to store with staff to pick out their own food WAC 388-823-1095 my rights as a DDA client	Children’s Administration’s Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children’s Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children’s Staffed Residential Quality Assurance Assessment tool.
Individuals are able to have visitors of their choosing at any time	Supervised access- individuals can come over in reasonable time frames. Rules state background checks are required if individual over 18 years of age going into the licensed	Children’s Administration’s Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children’s Protection

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	settings. WAC 388-823-1095 my rights as a DDA client	Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children's Staffed Residential Quality Assurance Assessment tool.
The setting is physically accessible to the individual	WAC 388-148-0155	Children's Administration's Division of Licensed Resources (DLR) licenses each of these settings. Licenses do not exceed 3 years. DLR and Children's Protection Services (CPS) investigate complaints. Annual evaluations of Licensed Staffed Residential facilities are conducted by DDA Quality Assurance Managers or Performance Quality Improvement staff utilizing Children's Staffed Residential Quality Assurance Assessment tool.
The setting that is located in a building that is also a publicly or privately -operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community	None are attached to institutions.	

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Characteristics/Requirements	Licensed Staffed Residential, Child Foster Home, and Group Care Facilities State Assessment	Oversight Process
of individuals not receiving HCBS.		

Assisted Living Contract (AL)

Setting Description: Facilities in a community setting that are licensed to provide medication assistance or administration, personal care services, intermittent nursing, and limited supervision to seven or more residents. In addition, ALs include a private apartment.

Number of Facilities: 185

Characteristics/Requirements Met		
Characteristics/Requirements	Assisted Living State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	RCW 70.129.140 (b) interact with members of the community both inside and outside the facility. 70.129.040 (1) personal resources 70.129.020 Exercise of rights.	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	CMs offer the individual choices of long-term care settings and provider types. As part of the facility inspection and the RCS complaint investigation process described in the overview, Residential

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Characteristics/Requirements	Assisted Living State Assessment	Oversight Process
in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.		Care Services conducts client observations, client and collateral interviews, provider and staff interviews. RCS conducts client record reviews.
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	Rights are protected in RCW 70.129.005 and WAC, including not using restraints on any resident. (RCW 70.129.120)	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	Rights are protected in RCW 70.129.140 and RCW 70.129.005 .	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews regarding this requirement.
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	This is a component of the CARE assessment process. This is also documented as part of the Preliminary/Negotiated Care Plan.
Individuals have the freedom to furnish and decorate their sleeping or living units	RCW 70.129.100 --(1) The resident has the right to retain and use personal possessions, including some furnishings, and appropriate clothing, as space permits, unless to do so would infringe upon the rights or health and	As part of the facility inspection process described in the overview, RCS conducts facility tours, comprehensive resident interviews regarding this requirement.

Characteristics/Requirements	Assisted Living State Assessment	Oversight Process
	safety of other residents.	
Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time	RCW 70.129.140 (2) Within reasonable facility rules designed to protect the rights and quality of life of residents, the resident has the right to: (a) Choose activities, schedules, and health care consistent with his or her interests, assessments, and plans of care; (b) Interact with members of the community both inside and outside the facility; (c) Make choices about aspects of his or her life in the facility that are significant to the resident;	As part of the facility inspection process described in the overview, RCS addresses this requirement during comprehensive resident interviews and also with residents during a resident group meeting.
Individuals are able to have visitors of their choosing at any time	RCW 70.129.090 (1) The resident has the right and the facility must not interfere with access to any resident by the following: (f) Subject to reasonable restrictions to protect the rights of others and to the resident's right to deny or withdraw consent at any time, immediate family or other relatives of the resident and others who are visiting with the consent of the resident;	As part of the facility inspection process described in the overview, RCS addresses this requirement during comprehensive resident interviews and also with residents during a resident group meeting.
Units have entrance doors that can be locked by the individual with only appropriate staff having keys to doors	WAC 388-110-140 (2) Each unit must have at least the following: (c) A lockable entry door.	As part of the facility inspection process described in the overview, RCS conducts a facility inspection with observations regarding this requirement.

Characteristics/Requirements	Assisted Living State Assessment	Oversight Process
The setting is physically accessible to the individual	WAC 388-78A-2910 Building Codes-Structural requirements Building Code 51-51-R325 has more details related to ramps, bathrooms, grade of walkway, etc.	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews regarding this requirement.
Individuals have a choice of roommates in the setting	WAC 388-110-140 (2) The contractor must ensure each resident has a private apartment-like unit.	As part of the facility inspection process described in the overview, RCS addresses this requirement during comprehensive resident interviews and also with residents during a resident group meeting.
The setting that is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.	Twelve AL -contracted facilities are attached to institutions.	This provision is enforced through the RCS licensing requirements.
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction	RCW 70.129.110 provides protections beyond that required in landlord-tenant law regarding requirements a provider must meet before discharging or transferring a resident, including first making an attempt through reasonable accommodations to avoid the transfer or	This provision is enforced through the RCS licensing requirements.

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Characteristics/Requirements	Assisted Living State Assessment	Oversight Process
that tenants have under the landlord tenant law of the State, county, city or other designated entity.	<p>discharge and giving at least 30 days' notice before the transfer or discharge.</p> <p>Title 59 RCW provides protections, including an unlawful entry and detainer action as outlined in Chapter 59.16 RCW, including a process for contesting the eviction.</p>	

DDA Individual Supported Employment

Setting Description: DDA's Individual Supported Employment settings are located in integrated employment settings in the community, in business and in industry.

Number of Individuals Served: 5,853

Characteristics/Requirements	Characteristics/Requirements DDA Individual Supported Employment State Assessment	Oversight Process
<p>The setting is integrated in, and facilitates the individual's full access to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, in the same manner as individuals without disabilities</p>	<p>RCW 71A.10.015</p> <p>WAC 388-845-2100(1)(a-f) Individual supported employment services include activities needed to sustain minimum wage pay or higher. These services are conducted in integrated business environments and include intake, discovery, job preparation, job marketing, job coaching and job retention.</p> <p>DDA Policy 4.11 County Services for Working Age Adults</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis. Each county completes a 16 -page self-assessment tool every other year which</p>

Characteristics/Requirements	DDA Individual Supported Employment State Assessment	Oversight Process
	<p>safety.</p> <p>The State has completed a review of state laws and regulations regarding individual supported employment settings. All rules and regulations regarding this setting are consistent with federal HCBS setting regulations.</p>	<p>assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by -County basis monthly.</p> <p>For further information on consumer satisfaction and HCBS compliance see NCI survey results referenced in the in-home setting.</p>
<p>The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, resources available for room and board.</p>	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each</p>

Characteristics/Requirements	DDA Individual Supported Employment State Assessment	Oversight Process
		<p>client’s case resource manager on a semi-annual basis.</p> <p>Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
<p>An individual’s essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.</p>	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to</p>

Characteristics/Requirements	DDA Individual Supported Employment State Assessment	Oversight Process
		<p>Counties and progress reports to each client’s case resource manager on a semi-annual basis.</p> <p>Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
<p>Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.</p>	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit</p>

Characteristics/Requirements	DDA Individual Supported Employment State Assessment	Oversight Process
		<p>monthly outcome information to Counties and progress reports to each client’s case resource manager on a semi-annual basis.</p> <p>Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
Individual choice regarding services and supports, and who provides them, is facilitated.	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan.

Characteristics/Requirements	DDA Individual Supported Employment State Assessment	Oversight Process
		<p>Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.</p> <p>Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
<p>The setting is physically accessible to the individual.</p>	<p><u>County Guidelines</u> inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by <u>DDA Policy 4.11</u> embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an</p>

Characteristics/Requirements	DDA Individual Supported Employment State Assessment	Oversight Process
		<p>individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.</p> <p>Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
<p>The setting that is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.</p>	<p><u>County Guidelines</u> inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p> <p>Individual supported employment services are conducted in integrated business</p>	<p>By contract and by <u>DDA Policy 4.11</u> embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at</p>

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Characteristics/Requirements	DDA Individual Supported Employment State Assessment	Oversight Process
	environments and include intake, discovery, job preparation, job marketing, job coaching and job retention.	<p>client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.</p> <p>Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>

DDA Group Supported Employment

Setting Description: DDA's Group Supported Employment settings are located in integrated business and industry settings for groups of not more than eight workers with disabilities.

Number of Individuals Served: 1,034

Characteristics/Requirements	Characteristics/Requirements DDA Group Supported Employment State Assessment	Oversight Process
<p>The setting is integrated in, and facilitates the individual's full access to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, in the same manner as individuals without disabilities.</p>	<p>RCW 71A.10.015</p> <p>WAC 388-845-2100(2)(a-d) Group supported employment services are a step on your pathway toward gainful employment in an integrated setting and include supports and paid training in an integrated business setting, supervision by a qualified employment provider during working hours, groupings of no more than eight workers with disabilities and individualized supports to obtain gainful employment.</p> <p>DDA Policy 4.11 County Services for Working Age Adults</p> <p>County Guidelines inform and direct county services, including employment, to include the</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis. Each county completes a 16 -page self-assessment tool every other year which</p>

Characteristics/Requirements	DDA Group Supported Employment State Assessment	Oversight Process
	<p>following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety. The State has completed a review of state laws and regulations regarding group supported employment settings. All rules and regulations regarding this setting are consistent with federal HCBS setting regulations.</p>	<p>assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
<p>The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual’s needs, preferences, and, for residential settings, resources available for room and board.</p>	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client’s case resource manager on a semi-annual basis.</p> <p>Each county completes a 16 -page self-assessment tool every other year which</p>

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		<p>assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by -County basis monthly.</p>
<p>An individual’s essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.</p>	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client’s case resource manager on a semi-annual basis. Each county completes a 16 -page self-assessment tool every other year which</p>

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Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	WAC 388-823-1095 My rights as a DDA client. County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.	By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhere to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client’s case resource manager on a semi-annual basis. Each county completes a 16 -page self-assessment tool every other year which

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		<p>assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by -County basis monthly.</p>
<p>Individual choice regarding services and supports, and who provides them, is facilitated.</p>	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client’s case resource manager on a semi-annual basis. Each county completes a 16 -page self-assessment tool every other year which</p>

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		<p>assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
<p>The setting is physically accessible to the individual.</p>	<p><u>County Guidelines</u> inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by <u>DDA Policy 4.11</u> embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis. Each county completes a 16 -page self-assessment tool every other year which</p>

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		<p>assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by -County basis monthly.</p>
<p>The setting that is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.</p>	<p><u>County Guidelines</u> inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p> <p><u>WAC 388-845-2100</u>(2)(a-d) Group supported employment services are a step on your pathway toward gainful employment in an integrated setting and include supports and paid training in an integrated business setting, supervision by a qualified employment provider during working hours, groupings of no more than eight workers with disabilities and individualized supports to obtain gainful employment.</p>	<p>By contract and by <u>DDA Policy 4.11</u> embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client’s case resource manager on a semi-annual basis. Each county completes a 16 -page self-assessment tool every other year which</p>

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		<p>assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>

Community Healthcare Providers

Setting Description: Community Healthcare Providers are located in typical community locations (such as physician offices, optometrist offices, OT/PT/Speech therapists' offices, and audiology offices). All community members have free access to these services and settings including both Medicaid and non-Medicaid funded participants.

Characteristics/Requirements	Community Healthcare Providers State Assessment	Oversight Process
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is the case manager's responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	Monitoring is conducted during the annual Quality Assurance monitoring cycle. Department of Health provides oversight of healthcare provider credentials.
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the	The settings are integrated into the greater community and do not preclude access to the community. Washington's legislature has codified its intent that choice, participation, privacy, and the	At the time of initial contracting and at contract renewal, the FMS ensures that the provider meets all provider qualifications including business licenses and any other credentials related to the provision of contracted services.

Characteristics/Requirements	Community Healthcare Providers State Assessment	Oversight Process
<p>same degree of access as individuals not receiving Medicaid HCBS.</p>	<p>opportunity to engage in religious, political, recreational, and other social activities foster a sense of self-worth and enhance the quality of life for long-term care participants.</p> <p>Washington State Law provides clear protections of rights. Chapter 49.60 of the Revised Code of Washington (RCW) is the state's law against discrimination and which created the Washington State Human Rights Commission to develop policies and rules to eliminate and prevent discrimination. Chapter 162-26 in Washington Administrative Code (WAC) identifies unfair practices to include reasonable accommodations, accessibility and service animals.</p>	<p>Healthcare professions are regulated by the Department of Health (DOH). Complaints are investigated by DOH. All Healthcare providers are subject to the Uniform Disciplinary Act (RCW 18.130.160)</p>

Dental Providers

Setting Description: Dental providers are located in typical community locations (such as dental offices, dental clinics). All community members have free access to these services and settings including both Medicaid and non-Medicaid funded participants.

Characteristics/Requirements	Dental Providers State Assessment	Oversight Process
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	Monitoring is conducted during the annual Quality Assurance monitoring cycle. The Department of Health provides oversight of dental providers' credentials.
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not	The settings are integrated into the greater community and do not preclude access to the community. Washington's legislature has codified its intent that choice, participation, privacy, and the opportunity to engage in religious, political,	Health care professions are regulated by the Department of Health (DOH). Complaints are investigated by DOH. All Healthcare providers are subject to the Uniform Disciplinary Act (RCW 18.130.160)

Characteristics/Requirements	Dental Providers State Assessment	Oversight Process
<p>receiving Medicaid HCBS.</p>	<p>recreational, and other social activities foster a sense of self-worth and enhance the quality of life for long-term care participants.</p> <p>Washington State Law provides clear protections of rights. Chapter 49.60 of the Revised Code of Washington (RCW) is the state's law against discrimination and which created the Washington State Human Rights Commission to develop policies and rules to eliminate and prevent discrimination. Chapter 162-26 in Washington Administrative Code (WAC) identifies unfair practices to include reasonable accommodations, accessibility and service animals.</p>	

Vehicle Modification Providers

Setting Description: These facilities are located in typical community locations (such as car repair shops, care dealers, and vehicle modification shops). All community members have free access to these services and settings including both Medicaid and non-Medicaid funded participants.

Characteristics/Requirements	Vehicle Modification Providers State Assessment	Oversight Process
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is the case manager's responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	Monitoring is conducted during the annual Quality Assurance monitoring cycle.
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not	The settings are integrated into the greater community and do not preclude access to the community. Washington's legislature has codified its intent that choice, participation, privacy, and the opportunity to engage in religious, political,	Automotive Repair Providers are governed by Chapter 46.71 RCW. Complaints regarding auto repairs can be submitted to the Washington Attorney General's Consumer Protection Division. These providers are also required to have a business license from the Washington State Dept. of Revenue.

Characteristics/Requirements	Vehicle Modification Providers State Assessment	Oversight Process
<p>receiving Medicaid HCBS.</p>	<p>recreational, and other social activities foster a sense of self-worth and enhance the quality of life for long-term care participants.</p> <p>Washington State Law provides clear protections of rights. Chapter 49.60 of the Revised Code of Washington (RCW) is the state's law against discrimination and which created the Washington State Human Rights Commission to develop policies and rules to eliminate and prevent discrimination. Chapter 162-26 in Washington Administrative Code (WAC) identifies unfair practices to include reasonable accommodations, accessibility and service animals.</p>	

Veterinarians for Service Animals

Setting Description: These providers are located in typical community locations (such as veterinarian offices and clinics). All community members have free access to these services and settings including both Medicaid and non-Medicaid funded participants.

Characteristics/Requirements	Veterinarians for Service Animals State Assessment	Oversight Process
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is the case manager's responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	Monitoring is conducted during the annual Quality Assurance monitoring cycle.
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid	The settings are integrated into the greater community and do not preclude access to the community. Washington's legislature has codified its intent that choice, participation, privacy, and the opportunity to engage in religious, political, recreational, and other social activities foster a	Veterinarians are regulated by the Department of Health (DOH) per Chapter RCW 18.92 and Chapter 246-937 WAC. Complaints are investigated by DOH.

Characteristics/Requirements	Veterinarians for Service Animals State Assessment	Oversight Process
HCBS.	<p>sense of self-worth and enhance the quality of life for long-term care participants.</p> <p>Washington State Law provides clear protections of rights. Chapter 49.60 of the Revised Code of Washington (RCW) is the state's law against discrimination and which created the Washington State Human Rights Commission to develop policies and rules to eliminate and prevent discrimination. Chapter 162-26 in Washington Administrative Code (WAC) identifies unfair practices to include reasonable accommodations, accessibility and service animals.</p>	

Transportation Providers

Setting Description: Transportation services are provided by typical community modes of transportation (such as car, taxi, bus, and private vehicle). All community members have free access to these services and settings including both Medicaid and non-Medicaid funded participants.

Characteristics/Requirements	Transportation Providers State Assessment	Oversight Process
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is the case manager's responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	Monitoring is conducted during the annual Quality Assurance monitoring cycle.
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not	The settings do not preclude access to the community. Washington's legislature has codified its intent that choice, participation, privacy, and the opportunity to engage in religious, political, recreational, and other social activities foster a	At the time of initial contracting and at contract renewal, the FMS ensures that the provider meets all provider qualifications including business licenses and any other credentials related to the provision of contracted services.

Characteristics/Requirements	Transportation Providers State Assessment	Oversight Process
<p>receiving Medicaid HCBS.</p>	<p>sense of self-worth and enhance the quality of life for long-term care participants.</p> <p>Washington State Law provides clear protections of rights. Chapter 49.60 of the Revised Code of Washington (RCW) is the state's law against discrimination and which created the Washington State Human Rights Commission to develop policies and rules to eliminate and prevent discrimination. Chapter 162-26 in Washington Administrative Code (WAC) identifies unfair practices to include reasonable accommodations, accessibility and service animals.</p>	

Adult Family Home

Setting Description: This is a residential home that provides HCBS to more than one but not more than six adults who are not related by blood or marriage to a licensed operator, resident manager, or caregiver, who resides in the home.

Number of Facilities: 2747

Characteristics/Requirements Met

Characteristics/Requirements	Adult Family Home State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	RCW 70.129.140 (b) interact with members of the community both inside and outside the facility. 70.129.040 (1) personal resources 70.129.020 Exercise of rights. 388-76-10620 Resident rights – Quality of life – General. WAC 388-76-10640 Resident rights – Quality of life – Reasonable accommodation. 388-76-10555 Resident rights – Financial affairs. WAC 388-76-10520 refers to Chapter 70.129 RCW . WAC 388-823-1095 My rights as a DDA client.	<p>As part of the inspection process described in the overview, Residential Care Services conducts resident interviews regarding respect of individuality, independence, personal choice, dignity, and activities. RCS also conducts resident observations and talks with a sample of residents to determine compliance with this requirement.</p> <p>DDA Performance Quality Improvement staff (PQI) host and schedule DD Specialty Trainings in Regions. PQIs visit every newly licensed AFH with a DD specialty.</p>

Characteristics/Requirements	Adult Family Home State Assessment	Oversight Process
		For further information on consumer satisfaction and HCBS compliance see NCI survey results referenced in the in-home setting.
The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.	<p>During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.</p> <p>For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.</p>	<p>CMs offer the individual choices of long-term care settings and provider types. Verification of provision of choices is also part of AL TSA's annual QA monitoring process.</p> <p>As part of the inspection and the RCS complaint investigation process described in the overview, Residential Care Services conducts client observations, client and collateral interviews, and provider and staff interviews. RCS conducts client record reviews.</p> <p>DDA Performance Quality Improvement staff assist DDA Case/Resource Managers to develop and offer choices among DD Specialty AFHs.</p>
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	Rights are protected in RCW 70.129.005 and WAC, including not using restraints on any resident. (RCW 70.129.120)	As part of the inspection process described in the overview, RCS conducts an environmental tour, conducts resident record reviews, and

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Characteristics/Requirements	Adult Family Home State Assessment	Oversight Process
		observes use of restraints, and talks with a sample of residents to determine compliance with this requirement.
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	Rights are protected in RCW 70.129.140 and RCW 70.129.005 .	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	This is documented as part of the preliminary/negotiated care plan. Verification of provision of choices is also part of ALTSA's annual QA monitoring process.
Individuals have a choice of roommates in the setting.	WAC 388-76-10685 (5)	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals have the freedom to furnish and decorate their sleeping or living units.	RCW 70.129.100 --(1) The resident has the right to retain and use personal possessions, including some furnishings, and appropriate	As part of the inspection process described in the overview, RCS conducts tours of the home,

Characteristics/Requirements	Adult Family Home State Assessment	Oversight Process
	clothing, as space permits, unless to do so would infringe upon the rights or health and safety of other residents.	comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time.	RCW 70.129.140 (2) Within reasonable facility rules designed to protect the rights and quality of life of residents, the resident has the right to: (a) Choose activities, schedules, and health care consistent with his or her interests, assessments, and plans of care; (b) Interact with members of the community both inside and outside the facility; (c) Make choices about aspects of his or her life in the facility that are significant to the resident;	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals are able to have visitors of their choosing at any time.	RCW 70.129.090 (1) The resident has the right and the facility must not interfere with access to any resident by the following: (f) Subject to reasonable restrictions to protect the rights of others and to the resident's right to deny or withdraw consent at any time, immediate family or other relatives of the resident and others who are visiting with the consent of the resident;	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.

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The setting is physically accessible to the individual.	WAC 388-76-10685 Bedrooms 388-76-10695 Building Codes-Structural requirements 388-76-10870 – Resident evacuation capability levels – identification required Building Code 51-51-R325 has more details related to ramps, bathrooms, grade of walkway, etc.	As part of the inspection process described in the overview, RCS conducts an environmental tour regarding this requirement.
The setting that is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.	AFHs are residential homes. None are attached to institutions.	Not applicable
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the State, county, city or other designated entity.	RCW 70.129.110 provides protections beyond that required in landlord-tenant law regarding requirements a provider must meet before discharging or transferring a resident, including first making an attempt through reasonable accommodations to avoid the transfer or discharge and giving at least 30 days' notice before the transfer or discharge. Title 59 RCW provides protections, including an	This provision is enforced through the RCS licensing requirements.

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Characteristics/Requirements	Adult Family Home State Assessment	Oversight Process
	unlawful entry and detainer action as outlined in Chapter 59.16 RCW , including a process for contesting the eviction.	

Characteristics/Requirements Will Meet with Changes

Characteristics/Requirements	Proposed Changes
Units have lockable entrance doors, with appropriate staff having keys to doors.	Change WAC to comply with this change.

Adult Residential Services (ARC) and Enhanced Adult Residential Services (EARC)

Setting Description: Facilities in a community setting that are licensed to provide medication assistance, personal care services, and limited supervision to seven or more residents. In addition, EARC provide medication administration and intermittent nursing services.

Number of Facilities: 200 ARC; 143 EARC (some facilities have multiple contracts)

Characteristics/Requirements Met		
Characteristics/Requirements	Adult Residential Services and Enhanced Adult Residential Services State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	RCW 70.129.140 (b) interact with members of the community both inside and outside the facility. 70.129.040 (1) personal resources RCW 70.129.020 Exercise of rights. WAC 388-823-1095 My rights as a DDA client.	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement. For further information on consumer satisfaction and HCBS compliance see NCI survey results referenced in the in-home setting.
The setting is selected by the individual from among setting options	During the assessment process, it is a CM responsibility to inform individuals of their	CMs offer the individual choices of long-term care settings and provider types.

Characteristics/Requirements	Adult Residential Services and Enhanced Adult Residential Services State Assessment	Oversight Process
including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, resources available for room and board.	options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool. For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.	Verification of provision of choices is also part of AL TSA's annual QA monitoring process. As part of the facility inspection and the RCS complaint investigation process described in the overview, Residential Care Services conducts client observations, client and collateral interviews, provider and staff interviews. RCS conducts client record reviews.
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	Rights are protected in RCW 70.129.005 and WAC, including not using restraints on any resident. (RCW 70.129.120)	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	Rights are protected in RCW 70.129.140 and RCW 70.129.005 .	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews regarding this requirement.
Individual choice regarding services and	During the assessment process, it is a CM	This is a component of the CARE

Characteristics/Requirements	Adult Residential Services and Enhanced Adult Residential Services State Assessment	Oversight Process
supports, and who provides them, is facilitated.	responsibility to inform individuals of their options regarding settings and providers. This is documented in the Service Episode Record of the CARE assessment tool.	assessment process. This is also documented as part of the Preliminary/Negotiated Care Plan.
Individuals have the freedom to furnish and decorate their sleeping or living units.	RCW 70.129.100 --(1) The resident has the right to retain and use personal possessions, including some furnishings, and appropriate clothing, as space permits, unless to do so would infringe upon the rights or health and safety of other residents.	As part of the facility inspection process described in the overview, RCS conducts facility tours, comprehensive resident interviews as well as conducts a facility tour with observations regarding this requirement.
Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time.	RCW 70.129.140 (2) Within reasonable facility rules designed to protect the rights and quality of life of residents, the resident has the right to: (a) Choose activities, schedules, and health care consistent with his or her interests, assessments, and plans of care; (b) Interact with members of the community both inside and outside the facility; (c) Make choices about aspects of his or her life in the facility that are significant to the resident.	As part of the facility inspection process described in the overview, RCS addresses this requirement during comprehensive resident interviews and also with residents during a resident group meeting.
Individuals are able to have visitors of their choosing at any time.	RCW 70.129.090 (1) The resident has the right and the facility must not interfere with access to any resident by the following:	As part of the facility inspection process described in the overview, RCS addresses this requirement during

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	(f) Subject to reasonable restrictions to protect the rights of others and to the resident's right to deny or withdraw consent at any time, immediate family or other relatives of the resident and others who are visiting with the consent of the resident.	comprehensive resident interviews and also with residents during a resident group meeting.
The setting is physically accessible to the individual.	WAC 388-78A-2910 Building Codes-Structural requirements Building Code 51-51-R325 has more details related to ramps, bathrooms, grade of walkway, etc.	As part of the facility inspection process described in the overview, RCS conducts a facility inspection with observations regarding this requirement.
Individuals have a choice of roommates in the setting.	WAC 388-78A-3010 (1)(v) Both residents mutually agree to share the resident sleeping room.	As part of the facility inspection process described in the overview, RCS conducts comprehensive resident interviews regarding this requirement.
The setting is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.	Five EARCs are attached to an institution See the analysis in the appendix for further information.	As part of the facility inspection process described in the overview, RCS conducts facility tours, comprehensive resident interviews as well as conducts a facility tour with observations regarding this requirement.
The unit or room is a specific physical place	RCW 70.129.110 provides protections beyond	This provision is enforced through the

Characteristics/Requirements	Adult Residential Services and Enhanced Adult Residential Services State Assessment	Oversight Process
that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the State, county, city or other designated entity.	that required in landlord-tenant law regarding requirements a provider must meet before discharging or transferring a resident, including first making an attempt through reasonable accommodations to avoid the transfer or discharge and giving at least 30 days' notice before the transfer or discharge. <u>Title 59 RCW</u> provides protections, including an unlawful entry and detainer action as outlined in <u>Chapter 59.16 RCW</u> , including a process for contesting the eviction.	RCS licensing requirements.

Characteristics/Requirements Will Meet with Changes

Characteristics/Requirements	Proposed Changes
Units have lockable entrance doors, with appropriate staff having keys to doors.	Change WAC to comply with this change.

DDA Group Training Homes

Setting Description: A DDA Group Training Home is a licensed and certified nonprofit residential facility that provides full-time care, treatment, training, and maintenance for individuals. Effective February 1, 2008, the legislature required that any newly licensed/certified Group Training Home must be licensed as an adult family home and therefore must meet the AFH licensing requirements of Chapter 388-76 WAC.

Number of Group Training Homes: 2 (these two homes, Merry Glen and Sound View, were in existence prior to February 1, 2008, so they are not required to meet the adult family home licensing requirements but must meet the supported living certification requirements of Chapter 388-101 WAC).

Characteristics/Requirements Met		
Characteristics/Requirements	DDA Group Training Homes State Assessment	Oversight Process
The setting is integrated in and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	<p>RCW 71A.22.020(2) and 70.129.140 (b) interact with members of the community both inside and outside the facility.</p> <p>70.129.040 (1) personal resources</p> <p>70.129.020 Exercise of rights.</p> <p>WAC 388-823-1095 My rights as a DDA client.</p> <p>388-101-3170</p> <p>If dually certified and licensed as an AFH:</p> <p>70.129.140 (b) interact with members of the community both inside and outside the facility.</p>	<p>As part of the inspection process described in the overview, Residential Care Services conducts resident interviews regarding respect of individuality, independence, personal choice, dignity, and activities. RCS also conducts resident observations and talks with a sample of residents to determine compliance with this requirement.</p> <p>For further information on consumer satisfaction and HCBS compliance see</p>

Characteristics/Requirements	DDA Group Training Homes State Assessment	Oversight Process
	388-76-10620 Resident rights – Quality of life – General. 388-76-10640 Resident rights – Quality of life – Reasonable accommodation. 388-76-10555 Resident rights – Financial affairs. 388-76-10520 refers to 70.129	NCI survey results referenced in the in-home setting.
The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual’s needs, preferences, and, for residential settings, the resources available for room and board.	<p>During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers.</p> <p>For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.</p>	CMs offer the individual choices of settings and provider types. This is a component of the CARE assessment process.
An individual’s essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	Rights are protected in RCW 70.129.005 and WAC, including not using restraints on any resident. (RCW 70.129.120) Protection of rights is enforced through WAC 388-101-3320 through WAC 388-101-3360	As part of the inspection process described in the overview, RCS conducts an environmental tour, conducts resident record reviews, and observes use of restraints, and talks with a sample of residents to determine compliance with this requirement.
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities,	Rights are protected in RCW 70.129.140 and RCW 70.129.005 . Protection of rights is enforced through WAC	As part of the inspection process described in the overview, RCS conducts comprehensive resident

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physical environment, and with whom to interact are optimized and not regimented.	388-101-3320 through WAC 388-101-3360	interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individual choice regarding services and supports, and who provides them, is facilitated.	During the assessment process, it is a CM responsibility to inform individuals of their options regarding settings and providers. Protection of rights is enforced through WAC 388-101-3320 through WAC 388-101-3360	This is a component of the CARE assessment process. This is also documented as part of the preliminary/negotiated care plan.
Individuals have a choice of roommates in the setting.	WAC 388-76-10685 (5) requires that the AFH make reasonable efforts to accommodate residents wanting to share the room. If dually certified and licensed as an AFH: WAC 388-76-10685 (5) requires that the AFH make reasonable efforts to accommodate residents wanting to share the room.	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals have the freedom to furnish and decorate their sleeping or living units.	RCW 70.129.100 --(1) The resident has the right to retain and use personal possessions, including some furnishings, and appropriate clothing, as space permits, unless to do so would infringe upon the rights or health and safety of other residents.	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals have the freedom and support to	RCW 70.129.140	As part of the inspection process

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control their own schedules and activities, and have access to food at any time.	(2) Within reasonable facility rules designed to protect the rights and quality of life of residents, the resident has the right to: (a) Choose activities, schedules, and health care consistent with his or her interests, assessments, and plans of care; (b) Interact with members of the community both inside and outside the facility; (c) Make choices about aspects of his or her life in the facility that are significant to the resident.	described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
Individuals are able to have visitors of their choosing at any time.	RCW 70.129.090 (1) The resident has the right and the facility must not interfere with access to any resident by the following: (f) Subject to reasonable restrictions to protect the rights of others and to the resident's right to deny or withdraw consent at any time, immediate family or other relatives of the resident and others who are visiting with the consent of the resident.	As part of the inspection process described in the overview, RCS conducts comprehensive resident interviews, reviews resident records, interviews providers/resident managers, and interviews staff regarding this requirement.
The setting is physically accessible to the individual.	Protection of rights is enforced through WAC 388-101-3320 through WAC 388-101-3360. If dually certified and licensed as an AFH: 388-76-10685 Bedrooms 388-76-10695 Building Codes-Structural	As part of the inspection process described in the overview, RCS conducts an environmental tour regarding this requirement.

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Characteristics/Requirements	DDA Group Training Homes State Assessment	Oversight Process
	requirements 388-76-10870 – Resident evacuation capability levels – identification required Building Code 51-51-R325 has more details related to ramps, bathrooms, grade of walkway, etc.	
The setting that is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.	No group training homes are attached to institutions.	Not applicable
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the State, county, city or other designated entity.	If dually certified and licensed as an AFH: RCW 70.129.110 provides protections beyond that required in landlord-tenant law regarding requirements a provider must meet before discharging or transferring a resident, including first making an attempt through reasonable accommodations to avoid the transfer or discharge and giving at least 30 days' notice before the transfer or discharge. Title 59 RCW provides protections, including an unlawful entry and detainer action as outlined	This provision is enforced through the RCS licensing requirements.

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Characteristics/Requirements	DDA Group Training Homes State Assessment	Oversight Process
	in Chapter 59.16 RCW , including a process for contesting the eviction.	

Characteristics/Requirements Will Meet with Changes

Characteristics/Requirements	Proposed Changes
Units have lockable entrance doors, with appropriate staff having keys to doors.	Change contract to comply with this change.
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the state, county, city or other designated entity.	Change group training home contract to comply with this change.

Companion Home

Setting Description: A companion home is a DDA residential service offered in the provider's home to no more than one client. Clients receive twenty-four hour instruction and support services which are provided by an independent contractor.

Number of Companion Homes: 68

Characteristics/Requirements Met		
Characteristics/Requirements	Companion Home State Assessment	Oversight Process
The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	<p>WAC 388-829C-020: A companion home is a DDA residential service offered in the provider's home to no more than one client. Companion home residential services provide twenty-four hour instruction and support services. Companion home residential services are based on the client's ISP.</p> <p>WAC 388-829C-090 The companion home provider must focus on the following values when implementing the individual support plan (ISP): health and safety; personal power and choice; competence and self-reliance; positive recognition by self and others; positive relationships; and integration in the physical and social life of the community.</p>	<p>Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.</p> <p>For further information on consumer satisfaction and HCBS compliance see NCI survey results referenced in the in-home setting.</p>
The setting is selected by the	WAC 388-823-1095 My rights as a DDA client.	Annual evaluation process conducted by

Characteristics/Requirements	Companion Home State Assessment	Oversight Process
individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, the resources available for room and board.	For individuals served by DDA, the Assessment Meeting Wrap-up (DSHS 14-492) documents that individuals are informed of their options regarding settings and providers.	DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	WAC 388-829C-090 The companion home provider must focus on the following values when implementing the individual support plan (ISP): health and safety; personal power and choice; competence and self-reliance; positive recognition by self and others; positive relationships; and integration in the physical and social life of the community. WAC 388-829C-100 Clients of DDA have: the same legal rights and responsibilities guaranteed to all other individuals by the United States Constitution and federal and state law; the right to be free from discrimination because of race, color, national origin, gender, age, religion, creed, marital status, disabled or veteran status, use of a trained service animal or the presence of any	Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.

Characteristics/Requirements	Companion Home State Assessment	Oversight Process
	<p>physical, mental or sensory handicap; the right to treatment and habilitation services to foster developmental potential and protect personal liberty in the least restrictive environment; the right to dignity, privacy, and humane care; the right to participate in an appropriate program of publicly supported education; the right to prompt medical care and treatment; the right to social interaction and recreational opportunities; the right to work and be paid for the work one does; the right to be free from harm, including unnecessary physical restraint, isolation, excessive medication, abuse, neglect, or financial exploitation; the right to be free from hazardous or experimental procedures; the right to freedom of expression and to make decisions about one's life; the right to complain, disagree with, and appeal decisions made by the provider or DDA; and the right to be informed of these rights in a language that he or she understands.</p>	
<p>Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.</p>	<p>WAC 388-829C-090 and 100</p>	<p>Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.</p>

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Individual choice regarding services and supports, and who provides them, is facilitated.	WAC 388-829C-100	Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.
Individuals have the freedom to furnish and decorate their sleeping or living units.	WAC 388-829C-090	Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.
Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time.	WAC 388-829C-100	Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.
Individuals are able to have visitors of their choosing at any time.	WAC 388-829C-090 , 100	Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.
The setting is physically accessible to the individual.	WAC 388-829C-320 Companion home providers must ensure that	Annual evaluation process conducted by DDA -contracted evaluators who review

Characteristics/Requirements	Companion Home State Assessment	Oversight Process
	the following physical and safety requirements are met for the client: a safe and healthy environment; a separate bedroom; accessible telephone equipment with local 911 access; a list of emergency contact numbers accessible to the client; an evacuation plan developed, posted, and practiced monthly with the client; an entrance and/or exit that does not rely solely upon windows, ladders, folding stairs, or trap doors; a safe storage area for flammable and combustible materials; unblocked exits; working smoke detectors which are located close to the client's room and meet the specific needs of the client; a flashlight or other non-electrical light source in working condition; fire extinguisher meeting the fire department standards; and basic first aid supplies. The companion home must be accessible to meet the client's needs.	and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the State, county, city or other	WAC 388-829C-020 describes companion homes requirements.	Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.

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Characteristics/Requirements	Companion Home State Assessment	Oversight Process
designated entity.		
Units have lockable entrance doors, with appropriate staff having keys to doors.		Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.
Individuals have a choice of roommates in the setting.	WAC 388-829C-020 A companion home is a DDA residential service offered in the provider's home to no more than one client.	Annual evaluation process conducted by DDA -contracted evaluators who review and evaluate compliance with WAC and companion home contract using a companion home evaluation tool.

Characteristics/Requirements Will Meet with Changes

Characteristics/Requirements	Proposed Changes
Units have lockable entrance doors, with appropriate staff having keys to doors.	Change companion home contract to comply with this change.
The unit or room is a specific physical place that can be owned, rented or occupied under another legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord tenant law of the State, county, city or other designated entity.	Change companion home contract to comply with this change.

DDA Pre-Vocational Services

Setting Description: Fifteen Pre-vocational service providers in eleven counties provide Pre-vocational services as part of an individual's pathway to integrated jobs in typical community employment. These settings are not currently integrated.

Number of Individuals Served: 348 individuals

Characteristics/Requirements		
Characteristics/Requirements	DDA Pre-Vocational Services State Assessment	Oversight Process
The setting is integrated in, and facilitates the individual's full access to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, in the same manner as individuals without disabilities.	<p>RCW 71A.10.015</p> <p>WAC 388-845-1400 What are prevocational services? (1) Prevocational services typically occur in a specialized or segregated setting and include individualized monthly employment related activities in the community. Prevocational services are designed to prepare those interested in gainful employment in an integrated setting through training and skill development. (2) Prevocational services are available in the Basic Plus, Core and community protection waivers.</p> <p>DDA Policy 4.11 County Services for Working</p>	By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.

Characteristics/Requirements	DDA Pre-Vocational Services State Assessment	Oversight Process
	<p>Age Adults</p> <p><u>County Guidelines</u> inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.</p>
<p>The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual’s needs, preferences, and, for residential settings, resources available for room and board.</p>	<p><u>WAC 388-823-1095</u> My rights as a DDA client. For individuals served by DDA, the Assessment Meeting Wrap-up (<u>DSHS 14-492</u>) documents that individuals are informed of their options regarding settings and providers.</p> <p><u>County Guidelines</u> inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	<p>By contract and by <u>DDA Policy 4.11</u> embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client’s identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client’s case resource manager on a semi-annual basis.</p>

Characteristics/Requirements	DDA Pre-Vocational Services State Assessment	Oversight Process
		Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.
An individual's essential personal rights of privacy, dignity and respect, and freedom from coercion and restraint are protected.	WAC 388-823-1095 My rights as a DDA client. County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.	By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.

Characteristics/Requirements	DDA Pre-Vocational Services State Assessment	Oversight Process
		Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.
Individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact are optimized and not regimented.	WAC 388-823-1095 My rights as a DDA client. County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.	By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.

Characteristics/Requirements	DDA Pre-Vocational Services State Assessment	Oversight Process
		Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.
Individual choice regarding services and supports, and who provides them, is facilitated.	<p>WAC 388-823-1095 My rights as a DDA client.</p> <p>County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.</p>	By contract and by DDA Policy 4.11 embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.

Characteristics/Requirements	DDA Pre-Vocational Services State Assessment	Oversight Process
		Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.
The setting is physically accessible to the individual.	<u>County Guidelines</u> inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.	By contract and by <u>DDA Policy 4.11</u> embedded in the contract, each county reviews their employment service providers at minimum once per biennium to ensure that: all contract obligations are adhered to including that services to working age adults are consistent with DDA policy; each participant is gainfully employed at client's identified job goal or has an individual employment plan. Additionally, service providers submit monthly outcome information to Counties and progress reports to each client's case resource manager on a semi-annual basis.

Characteristics/Requirements	DDA Pre-Vocational Services State Assessment	Oversight Process
The setting that is located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment, or in a building on the grounds of, or immediately adjacent to, a public institution, or any other setting that has the effect of isolating individuals receiving Medicaid HCBS from the broader community of individuals not receiving HCBS.	County Guidelines inform and direct county services, including employment, to include the following benefits of quality living: power and choice, relationships, status/contribution, integration, competence and health and safety.	Each county completes a 16 -page self-assessment tool every other year which assists DDA to prioritize site visits. DDA staff conduct on-site quality assessments to every county once every two years. DDA has 3 Regional Employment Specialists who assist with the quality assessments. Additionally, DDA review outcome information for trends and patterns on a County -by - County basis monthly.

Characteristics/Requirements Not Met

Characteristics/Requirements	Proposed Changes
The setting is integrated in, and facilitates the individual's full access to, the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, in the same manner as individuals without disabilities.	DDA proposes to eliminate new admissions to Prevocational Services. All people receiving prevocational employment supports will be supported to transition into integrated service options within four years.

APPENDIX B: State Assessment of Presumptively Non-HCBS Settings

CMS presumes certain settings have the qualities of an institution, and applies “heightened scrutiny” to these settings. Such settings include those in a publicly or privately-owned facility that provides inpatient treatment; are on the grounds of or immediately adjacent to, a public institution; or that have the effect of isolating individuals not receiving Medicaid-funded HCBS. For these settings, the state is provided the opportunity to provide information to CMS on whether the setting has the qualities of a home and community-based setting and does not have the qualities of an institution.

ALISA conducted site visits of the settings presumed to be institutional. Details about the state’s assessment of each setting were shared with each facility administrator and will be provided to CMS as part of the statewide transition plan.

Washington State currently has 16 assisted living residential facilities that are attached to institutions- either a hospital or a nursing facility. In addition, there was one facility that was identified by stakeholders as potentially not having the characteristics of an HCB setting. ALISA headquarters staff visited all 17 facilities to assess whether the residential facility meets the federal definition of home and community-based settings. While visiting the facilities, staff interviewed residents and the facility administrator to get their input and made observations of the setting. A list of the interview questions posed to clients follows:

1. When you moved into this place, did you choose to live here?
2. Can you come and go from this facility when you would like?
3. Are you able to do fun things in the community when you would like to?
4. Do you share your room with anyone? If so, were you given a choice on who you would share a room with?
5. Are you able to set your own schedule?
6. Are you able to eat when you want to?
7. Can you request an alternative meal if you want one?
8. Are you able to choose who you eat your meals with?
9. Are you able to have visitors at any time?

A list of the interview questions asked of administrators follows:

1. Is the setting in the community?
2. Are schedules regimented?

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3. Do residents come and go at will?
4. Do residents have access to public transportation?
 - Where public transportation is limited, are other resources available for the individual to access the community?
5. Can residents close and lock their bedroom door and the bathroom door?

The vast majority of the residents interviewed indicated that the facility was chosen by the resident or their family member(s). It should also be noted that the residents are able to choose and access their own community-based medical and dental providers and access other community-based resources and activities.

The state believes the following facilities fully meet the HCBS characteristics:

- Buena Vista in Colville (an assisted living setting)
- Garden Oasis (an assisted living setting)
- Josephine Sunset (an assisted living setting)
- Judson Park (an adult residential care and enhanced adult resident care (ARC/EARC) setting)
- Klondike Hills (an assisted living setting)
- Prestige Care at Richland (an assisted living setting)
- Providence Mount St. Vincent (an assisted living setting)
- Rockwood at Hawthorne (an assisted living setting)
- Sharon Care Center (an ARC/EARC setting)
- Summit Place Assisted Living (an assisted living setting)
- Sunrise View Retirement Villa (an ARC/EARC setting)
- Tacoma Lutheran Home (an assisted living setting)
- Vashon Community Care (an assisted living setting)
- Washington Odd Fellows (an assisted living setting)
- Woodland Care Center (an ARC/EARC setting)

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The state believes the following facility does not fully meet HCBS expectations and must strengthen opportunities for residents to be more fully integrated into their community. Once these changes are fully implemented, this provider will fully meet the HCBS expectations.

- Good Samaritan Spokane Valley (an assisted living setting). See below for the transition plan for this facility.

The state has determined that the following facilities did not meet HCBS expectations:

- Nisqually View Residential Care (an ARC/EARC setting). The state terminated the Medicaid contract effective November 14, 2014. There were no residents living in the facility at the time of contract termination.
- Josephine Sunset Home (Adult Day Care setting). The contract was terminated June 18, 2014. There were no clients receiving services at the time of contract termination.

State Assessment and Transition Plan for Good Samaritan Society Spokane

Address: 17121 E 8th Avenue, Spokane Valley, WA

Number of Licensed beds: 14

Number of Medicaid residents: 5

Assessment:

Based on the new CFR regarding HCBS settings, facilities are presumed institutional when located on the grounds of, or adjacent to, a nursing facility. In the ALTSA- HCS review of facilities, Good Samaritan Society of Spokane has been identified as a facility that is attached to a nursing facility.

State Results:

Good Samaritan met many of the characteristics of home and community-based settings, but additional actions must be taken to fully ensure that residents are not isolated and segregated from the broader community. Once these changes are fully implemented, this provider will fully meet the HCBS expectations.

Action Required:

In order to fully meet the federal requirements for HCBS settings, the facility will develop and implement a plan to ensure the following client outcomes:

- Full access to community resources and services including assistance with accessing transportation.
- Opportunities to participate in community activities that are both sponsored by the facility and/or individually identified by the client.
- Regular solicitation and incorporation of input from residents about preferred on-site and off-site activities.

Implementation:

- Good Samaritan will submit an acceptable plan to achieve the identified resident outcomes to the Residential Policy Program Manager by February 28, 2015.

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- Good Samaritan will implement the plan and provide quarterly (from the date of plan acceptance) progress reports to the Residential Policy Program Manager until full implementation has been achieved.
- ALTA staff will conduct follow-up resident interviews to monitor implementation of the plan on a semi-annual basis until full implementation has been achieved.
- On-going monitoring will continue to be conducted through the licensing survey process.

Appendix C: State's Remedial Strategies and Timelines

The following are the state's remedial strategies required to ensure that Washington State complies with, and maintains compliance with, the HCBS rules. This includes changes to Washington Administrative Code, Medicaid contract changes, residential facility survey/inspection changes, and training.

Activity	Description	Milestones	Start Date	Final Completion Date
WAC Changes				
Revise Adult Family Home Chapter 388-76 WAC and ARC/EARC Chapter 388-110 or 78A WAC	Change WAC to mandate resident choice regarding locking bedroom door.	RCS will follow rulemaking timeframe established in WAC	November 1, 2014	November 30, 2017
Contract changes				
Review DDA Group Training Homes and DDA Companion Homes contracts	Change contract to require lockable doors.	Contracts for 2015-2017 biennium will have language requiring homes to have lockable doors	July 1, 2015	June 30, 2017
Revise DDA Companion Homes and DDA Group Training home contracts	Change contract to require protections from eviction that tenants have under the landlord tenant law of the State, county, city or other designated entity.	Contracts for 2015-2017 biennium will have language requiring individuals to have protection from eviction at least equal to that as provided under landlord tenant law of the State, county, city or other designated entity.	July 1, 2015	June 30, 2017
Licensing Survey Changes				
Revise Facility Inspection Working Papers for Adult Family Homes, Assisted Living Facilities, and Supported Living	Modify the "working papers" to contain a series of questions that help the surveyors assessment of the residents needs are met	Additional questions related to HCBS will be added to the surveyor "working papers"	November 1, 2014	November 30, 2017

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Activity	Description	Milestones	Start Date	Final Completion Date
Information Technology (IT) Changes				
Update WACs in tools/databases	Include all AFH and AL WAC changes in the survey and complaint investigation tools/databases	IT will update/insert WAC changes/additions into the database systems	November 1, 2014	November 30, 2017
Provider Training				
Provide Adult Family Home, Assisted Living, and Supported Living (SL) provider training on the new expectations incorporated into the survey tools	Distribute “Dear Provider” (DP) letters to providers	RCS expects providers to read and follow the DP letter	November 1, 2014	December 30, 2015
Provide Potential and Newly Licensed AFH, AL, and SL providers training on the new expectations incorporated into the survey tools	Distribute information to potential and newly licensed providers during AFH orientation, AL administrator orientation, and SL orientation	RCS expects providers to read and comply with the requirements	November 1, 2014	This is an ongoing activity
DDA Pre-Vocational Services (PVS) providers-- Washington defines Pre-Vocational services as part of an individual’s pathway to integrated jobs in typical community employment. These services and supports are intended to be short term and designed to further habilitation goals that will lead to greater opportunities for competitive and integrated employment and career	DDA proposes to eliminate new admissions to PVS. All people receiving prevocational employment supports will be supported to transition into integrated service options within four years.	DDA will require Counties to work with PVS providers to: <ul style="list-style-type: none"> • Develop agency transformation plans; • Assure each person has a solid individualized employment plan; • Utilize Individualized Technical Assistance (ITA) as necessary; and • Assure accurate outcome data, on the individualized 	July 1, 2015	June 30, 2018

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Activity	Description	Milestones	Start Date	Final Completion Date
advancement at or above minimum wage.		<p>support provided to people to help them move towards their employment goal, is documented and provided.</p> <p>DDA will provide Counties with:</p> <ul style="list-style-type: none"> Resources to support: <ul style="list-style-type: none"> Agency transformation plans; and Person Centered Plans 		
Staff Training				
Provide training to staff who survey/inspect residential settings	Distribute Management Bulletin (MB) to AL TSA and DDA staff about the new HCBS requirements as well as AL TSA's and DDA's expectations for provider compliance with the expectations.	AL TSA and DDA expect staff to read and follow the MB	November 1, 2014	November 30, 2017
Provide basic staff training	Provide training to AL TSA and DDA staff on the new HCBS requirements as well as AL TSA's and DDA's expectations for provider compliance with the expectations.	AL TSA and DDA expect staff to know and understand the requirements	November 1, 2014	This is an ongoing activity

APPENDIX D: Comments Received by ALTSA and DDA

The following are comments received by ALTSA and DDA about the draft transition plan through February 6, 2015.

Topic	Comment Received	State Response	Modification to the Transition Plan Made in Response to this Public Comment