I have included below the DOH Checklist Review for HCBS Compliance:

DOCUMENTATION REQUEST

☐ 1. Evidence that the site provides opportunities for regular meaningful activities in community settings with people who do not receive services, for the amount of time desired by registrants.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 2. Evidence that the site provides registrants can regularly interact with members of the community (not staff or volunteers).

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 3. Evidence that the site provides opportunities for individualized activities that focus on the needs and desires of the registrants served and an opportunity for registrant growth, i.e., employment in the community, educational or personal enjoyment classes, etc.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 4. Evidence that the site allows registrants the freedom to move about the setting, including the freedom to go outside as they choose.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 5. Evidence there is public transportation available to/from the site.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 6. Evidence there is information regarding transportation available to registrants in a convenient manner such as participant handbooks, handouts, or public postings.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 7. Evidence that the site provides resources other than public transportation available for registrants to access the site and/or individualized activities that registrants may wish to attend in the community.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 8. Evidence that the site does not restrict registrants to receive services or to engage in activities outside of the setting.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 9. Evidence that the site provides opportunities registrants (or their representative if they have one), given options of HCBS service settings they could choose from, including the ADHCP.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 10. Evidence that the site ensures registrant information (medical, diet information, etc.) is kept private/confidential.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 11. Evidence that the site provides individuals flexibility when they take breaks/lunch times.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 12. Evidence that the site provides opportunities that activities are adapted to registrants needs and preferences.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 13. Evidence that the site provides health and personal care activities, including discussions of health or personal matters, conducted in private.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 14. Evidence that the site staff interact and communicate with registrants respectfully and in a manner in which the individual would like to be addressed at all times.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 15. Evidence that the site provides opportunities for all registrants to have the space in order to speak on the telephone and visit with others in private.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 16. Evidence that registrants given freedom and support to control their own schedule and activities and have access to food and visitors at any time, with any modifications or restrictions made based on a registrant´s specific assessed need and desires and done on a time.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 17. Evidence that one or more registrants’ behavior supports do not impede on the rights of other registrants.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 18. Evidence that the site provides a secure place for registrants to store their personal belongings.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 19. If the site has any of the following barriers preventing registrants´ movement.

☐ Gates

☐ Locked doors

☐ Fences

☐ Other (please specify: Click or tap here to enter text.

Please submit (for each):

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 20. Evidence that the site provides the opportunity for tasks and activities that match to the following attributes for registrants.

☐ desires/goals

☐ age

☐ skills

☐ abilities

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 21. Evidence that the site the is site physically accessible to the registrants, including access to bathrooms and break rooms.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 22. Evidence that the site provides an alternative meal and/or private dining if requested by the registrant.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 23. Evidence that registrants have access to food at any time.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 24. Evidence that the site allows registrants to choose with whom they spend their time while at the setting.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 25. Evidence that the site allows registrants to have visitors of their choosing at any time.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 26. Evidence that the site provides support for registrants to do the following.

☐ Associate with others

☐ Practice their religion

☐ Make personal decisions

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 27. Evidence that the site allows individuals to choose which of the site´s employees provide his/her services. Example: An individual request that all personal care services for her be conducted by female employees. Is that individual´s request met.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 28. Evidence that the site provides allows opportunities for prospective registrants the opportunity to tour the site.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 29. Evidence that the site affords registrants the opportunity to update or change their work/daily activities based on their preferences.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 30. Evidence that the site has person–centered policies to ensure registrants are supported in developing specific plans to support his/her needs, preferences, and goals.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 31. Evidence that the site provides information to registrants about how to make a request for additional services or changes to their care plans.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 32. Evidence that all staff (paid and unpaid) receive new hire training related to company policies, including HCBS specific policies and person–centered planning, practice, and thinking.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 33. Evidence that all staff (paid and unpaid) receive continued education related to company policies.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 34. Evidence that program policies are regularly reassessed for compliance and effectiveness and amended as necessary.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 35. Evidence of staff´s adherence to policies, such as HCBS specific training documentation and sign–in sheets for relevant activities.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.

☐ 36. Evidence of Core Principles of Infection Control P&Ps must also be submitted.

☐P&P ☐Picture ☐Other – Describe: Click or tap here to enter text.