

Environmental Accessibility Adaptation

For Environmental Accessibility Adaptation (EAA) definition and policy, refer to EAA Section under Covered Services in the Louisiana Medicaid Program CCW Provider Manual.

NOTE: Documentation for EAA may suggest that the EAA is not necessary, but helpful to the participant's overall functioning level. SC will discuss with participant to ensure that the EAA will align with their identified goals.

The SC will:

- Inform participant of EAA service.
- Ask the following question, to determine if a referral for EAA assessor is needed:
 - Has the participant's home already been assessed by a nurse/therapist who recommended an EAA?

If the answer is **"Yes"**, referral to EAA assessor must be made.

If the answer is **"No"**, ask the following three (3) questions to determine if a referral for Home Health Agency (HHA) is needed **or** a referral for EAA assessor:

1. Can the participant get to his/her home or inside his/her home from the vehicle?
2. Once inside the home, can participant enter regularly used rooms?
3. Can the participant move around the rooms and accomplish the needed tasks (i.e. toileting, bathing, etc.)?

If the answer is **"No"** to any of the above questions, referral to EAA assessor must be made.

If the answer is **"Yes"** to any of the above questions, referral to Home Health Agency (HHA) needs to be made so therapist can conduct an evaluation.

Referral to EAA Assessor for EAA

SC will:

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- Offer FOC of EAA assessor to participant
- Include EAA basic assessment (Z0640) in the POC or POC Revision with justification for the service and explanation of how other services/supports will be replaced without jeopardizing participant's health and welfare.
- Send POC packet to Data Management Contractor (DMC) so Prior Authorization (PA) can be issued to EAA assessor
- Submit the following to EAA assessor:
 - POC (including CAPs Summary (CAPS) & budget worksheet)
 - MDS-HC
 - Signed FOC for EAA assessor

EAA assessor will:

- Contact the participant within 10 calendar days of notice of referral to schedule an EAA assessment
- Conduct assessment within 30 calendar days from date of contact
- Notify the SC via letter of date and time of assessment

NOTE: It is not necessary for the SC to be present for the assessment.

- Complete and submit the ***Home Access Evaluation (HAE)*** report to the SC within 15 calendar days of the assessment

NOTE: If the participant needs more than one EAA (e.g. grab bars and a ramp), only one (1) EAA assessment will be completed by the EAA assessor.

SC will:

- Review the HAE report and take appropriate action as follows:
 - If EAA is **not** recommended:
 - Discuss report with participant

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- Follow recommendations in report, if participant is in agreement and SC supervisor approves.
- Complete and submit OAAS EAA Form to DMC for release of PA for EAA basic assessment (Z0640)

NOTE: If report includes assistive devices and participant is in agreement, SC will refer to HHA (include HHA evaluation in POC Revision and budget worksheet).

- If EAA is recommended:
 - Discuss HAE report including cost estimate with participant.
 - If participant chooses to proceed:
 - Check other resources to see if EAA is available.
 - Offer FOC for EAA providers
 - Submit HAE specifications (without EAA assessor cost estimate) only to selected EAA provider(s)
 - Obtain three (3) quotes from EAA providers (if possible)

NOTE: The quotes from the EAA providers must be itemized (price for each item and the labor listed separately).

If EAA estimate/quote is more than \$5,000.00, SC must submit to RO to review/approve before proceeding with EAA request.

- Complete a POC Revision and budget worksheet to include EAA Complex Assessment (Z0642) and selected EAA provider and submit to SC supervisor for approval.

After approval from SC supervisor is received, the SC will:

- Submit POC demographic page, budget worksheet, and approval page to DMC to issue PA for EAA complex assessment and EAA provider.

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- Complete and submit OAAS EAA Form to DMC for release of PA for EAA basic assessment (Z0640).

NOTE: Cost of EAA job should not be more than 10% of the estimate on the HAE report, unless another price is agreed to by the EAA assessor, EAA provider and participant. If more than 10%, SC will call EAA assessor to discuss the cost. EAA assessor decision must be documented.

EAA provider will:

- Schedule and meet with participant to assess EAA job according to HAE specifications

If provider identifies issues/concerns, he/she needs to call EAA assessor.

NOTE: If EAA provider cannot complete the work according to HAE specifications, SC will offer FOC for new EAA provider.

- Complete the work in accordance with the HAE specifications.
- If problems are encountered during the EAA job process requiring a possible increase in cost, call the EAA assessor of the possible increase in cost.

EAA assessor will:

- Schedule and complete an intermediate inspection (if needed).
- If intermediate inspection was needed, the Intermediate Inspection form will be completed and submitted to the SC within 5 calendar days of the re-assessment.

SC will:

- Review the Intermediate Inspection Form with the participant.

NOTE: If at any time, there is a cost increase and the participant does not agree with the cost increase, SC will contact RO for further guidance.

- After participant agrees to proceed:
 - Submit Intermediate Inspection Form to selected EAA provider

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- Complete a POC Revision and budget worksheet to include changes for the EAA provider and submit to SC supervisor for approval

After approval from SC supervisor is received, the SC will:

- Submit POC demographic page, budget worksheet, and approval page to DMC to issue the change in PA cost for EAA provider (if applicable).

EAA provider will:

- Complete the EAA job in accordance with the Intermediate Inspection form.
- Notify EAA assessor and SC when job is completed via email/scan, telephone, text or fax.

EAA assessor will:

- Schedule final inspection (if required) with participant, responsible representative, EAA provider & SC (if applicable).

NOTE: EAA assessor will invite SC & EAA provider, but it is not necessary for them to be present for inspection.

- Inspect EAA job on-site with participant, responsible representative, EAA provider & SC (if applicable) and complete Final Inspection Form.

If EAA assessor approves EAA job, SC will:

- Complete and submit OAAS EAA Form to DMC for release of PA for EAA Complex Assessment (Z0642) and appropriate EAA provider code.

If EAA assessor rejects EAA job, the EAA assessor will email/scan or fax a report with identified problems to the EAA provider and SC.

SC will email a copy of the problem report to RO.

EAA provider will remediate the identified problems, if possible.

NOTE: If EAA provider cannot resolve the problems, SC will refer case to RO for further guidance/resolution.