

**Wyoming
Community Choices
Home and Community Based Service Waivers**

***Participant-Directed Care Option
Participant Agreement***

The Participant-Directed option provides an alternative service delivery for receiving personal care under the Wyoming Community Choices Home and Community Based Waiver Services Program (CCW/HCBS)

To participate in this option, you as the participant are responsible to:

- Obtain written approval from the CASE MANAGER to participate in this option.
- Identify on the Participant Profile (PDO-3) form the services you will direct. This will help establish the number of hours you will need direct service worker services.
- Required to have one (1) primary direct service worker and one (1) back-up direct service worker
- You must assure that the direct service worker is not a spouse, legal guardian, power of attorney, power of attorney for health care, or health care directive designed
- Develop an emergency back up plan that identifies the steps you will follow in the event that the primary worker is unable to perform scheduled work. Your emergency back up plan may not involve a Medicaid personal care service provider managed through an agency or home health service.
- Participate with the CASE MANAGER you have selected to design your person-centered plan of care. Your plan will include the hours for needed waiver services. The Waiver Program will review and approve services.
- Recruit and hire the direct service workers that will provide your care.
- You must assure that the direct service workers complete and meet the established standard for the required background. The participant is responsible for the cost of each registry check or other background investigation. Medicaid will not reimburse services provided by individuals whose name is on this registry or do not pass the criminal background check.
- You must assure that the direct service workers complete CPR and First Aid Training, the participant is responsible for the cost of these trainings.
- Develop a training plan for your direct service worker so they will know how you want your care provided and what you expect from them.
- Complete employment forms, logs and timesheets, and submit them to the fiscal services agent.

