

AGENDA

- Program Updates
 - Case managers as ICAP respondents
 - Representative Payee documents
- Monthly Training Session - Rights Restriction Review Tool - [Slidedeck](#)

TOPICS

Case managers as Inventory for Client and Agency Planning (ICAP) respondents

Case managers must use their knowledge of the participant when completing the authorization and identifying respondents on the ICAP Authorization form. Respondents should be people who have known the participant for at least three months and work closely with the participant in residential, vocational, educational, or other day settings. A case manager can be a respondent for an ICAP only as a last resort.

Representative Payee documents

Chapter 45, Section 4(h)(i) of the Department of Health's Medicaid Rules states *"When rights restrictions are deemed necessary, the individualized plan of care shall include a rights restriction protocol that shall include the following: (i) The reasons for the rights restriction(s), including the legal document, court order, guardianship papers, or medical order that allows a person other than the participant to authorize a restriction to be imposed."*

The assignment of a representative payee is a restriction on a participant's right to control how they spend their personal resources. If a participant has a representative payee assigned by the Social Security Administration, that person or entity needs to be identified in the Contacts, Circle of Supports, and Rights sections of the individualized plan of care (IPC). Documentation from the Social Security Administration that identifies the person or entity selected as the representative payee must be uploaded in EMWS in order to comply with Medicaid rules. Failure to provide this documentation will constitute a violation of rule, and the case manager will be required to remove the rights restriction from the participant's IPC. If you need additional information as to what is accepted documentation from the Social Security Administration, please contact the assigned Participant Support Specialist.

WRAP UP

Next call scheduled for January 13, 2020