

**STATE OF MICHIGAN  
STATE OFFICE OF ADMINISTRATIVE HEARINGS AND RULES  
FOR THE DEPARTMENT OF COMMUNITY HEALTH**

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IN THE MATTER OF:

Docket No. 2010-29305 HHS  
Case No. [REDACTED]

[REDACTED]

Appellant

\_\_\_\_\_ /

**DECISION AND ORDER**

This matter is before the undersigned Administrative Law Judge (ALJ) pursuant to MCL 400.9 and 42 CFR 431.200 *et seq.*, upon the Appellant's request for a hearing.

After due notice, a hearing was held [REDACTED]. [REDACTED] appeared on her own behalf. [REDACTED], Appeals and Review Officer, represented the Department. [REDACTED], Adult Services Worker (ASW), was present as a Department witness.

**ISSUE**

Did the Department properly close the Appellant's Home Help Services (HHS) case?

**FINDINGS OF FACT**

The Administrative Law Judge, based upon the competent, material and substantial evidence on the whole record, finds as material fact:

1. The Appellant is a [REDACTED] Medicaid beneficiary who has been diagnosed with anxiety, depression, and chronic back pain due to degenerative joint disease. (Exhibit 1, page 7)
2. On [REDACTED], the Appellant's physician completed a DHS 54-A Medical Needs form, but did not certify that the Appellant had a medical need for any of the specified personal services. (Exhibit 1, page 7)
3. At the Appellant's request, the Adult Services Worker sent DHS 54-A Medical Needs forms to other doctors that treat the Appellant. These doctors did not return the Medical Needs forms. (ASW Testimony)

4. On ██████████, the Department issued an Advance Negative Action Notice indicating that the Appellant's Home Help Services case would close effective ██████████, based on the Appellant's physician's assessment from the Medical Needs form completed ██████████. (Exhibit 1, pages 4-6)
5. On ██████████, the Department received the Appellant's Request for Hearing. (Exhibit 1, page 3)

### **CONCLUSIONS OF LAW**

The Medical Assistance Program is established pursuant to Title XIX of the Social Security Act and is implemented by Title 42 of the Code of Federal Regulations (CFR). It is administered in accordance with state statute, the Administrative Code, and the State Plan under Title XIX of the Social Security Act Medical Assistance Program.

Home Help Services (HHS) are provided to enable functionally limited individuals to live independently and receive care in the least restrictive, preferred settings. These activities must be certified by a physician and may be provided by individuals or by private or public agencies.

Adult Services Manual (ASM 363) 9-1-2008, page 7-9 of 24 addresses the issue of eligibility for Home Help Services:

#### **ELIGIBILITY FOR HOME HELP SERVICES**

Home help services (HHS) are defined as those which the department is paying for through Title XIX (Medicaid) funds. The client must be eligible for Medicaid in order to receive these services.

#### **Medicaid/Medical Aid(MA)**

Verify the client's Medicaid/Medical aid status.

The client may be eligible for MA under one of the following:

- All requirements for MA have been met, **or**
- MA deductible obligation has been met.

The client must have a scope of coverage of:

- 1F or 2F, **or**
- 1D or 1K (Freedom to Work), **or**
- 1T (Healthy Kids Expansion).

Clients with eligibility status 07 (Income scale 2-Non MA) and scope of coverage 20 or 2B are **not** eligible for Medicaid until they have met their MA deductible obligation.

An ILS case may be opened (service program 9) to assist the client in becoming MA eligible. However, do **not** authorize HHS payment prior to the MA eligibility date. The payment must be prorated if the eligibility period is less than the full month. To prorate, divide the monthly care cost by the number of days in the month. Then, multiple that daily rates by the number of eligible days.

**Note:** A change in the scope of coverage by the eligibility specialist (ES) will generate a DHS-5S for cases active to services programs 1, 7, and 9.

### **Necessity For Service**

The adult services worker is responsible for determining the necessity and level of need for HHS based on:

- Client choice.
- A complete comprehensive assessment and determination of the client's need for personal care services.
- Verification of the client's medical need by a Medicaid enrolled medical professional. The client is responsible for obtaining the medical certification of need. The Medicaid provider identification number must be entered on the form by the medical provider. The Medical Needs form must be signed and dated by one of the following medical professionals:
  - Physician.
  - Nurse practitioner.
  - Occupational therapist.
  - Physical therapist.

**Exception:** DCH will accept a DHS-54A completed by a VA physician or the VA medical form in lieu of the medical needs form.

The medical professional certifies that the client's need for service is related to an existing medical condition. The medical professional does not prescribe or authorize personal care services.

If the medical needs form has not been returned, the adult services worker should follow-up with the client and/or medical professional.

If the case is closed and reopened within 90 days with no changes in the client's condition, a new DHS-54A is not necessary.

Do **not** authorize HHS prior to the date of the medical professional signature on the DHS-54A.

The Adult Services Manual addresses the fact that the Adult Services Worker must have verification of medical need for assistance from a Medicaid enrolled provider in order to authorize Home Help Services. In this case, the only medical provider who completed a DHS 54-A Medical Needs form did not certify that the Appellant has a medical need for need for assistance with any of the listed personal care services. (Exhibit 1, page 7) The ASW sent DHS 54-A Medical needs forms to other doctors at the Appellant's request, but these physicians did not return the forms to the ASW.

The Appellant testified she is continuing to attempt to have another medical provider complete the DHS 54-A Medical Needs form to certify her need for services.

In this case, the policy is clear; verification is required from a Medicaid enrolled medical professional certifying the client's medical need for services. The Appellant's doctor did not certify that the Appellant has a medical need for personal assistance services. No other medical provider has completed and returned a DHS 54-A Medical Needs form for the Appellant. The Department properly closed the Appellant's Home Help Services case based on the available information. If the Appellant is able to obtain documentation from another Medicaid enrolled medical professional certifying that she has a medical need for services, she can always re-apply for Home Help Services.

**DECISION AND ORDER**

The Administrative Law Judge, based on the above findings of fact and conclusions of law, finds the Department has properly closed the Appellant's Home Help Services case based on the available information.

**IT IS THEREFORE ORDERED** that:

The Department's decision is AFFIRMED.

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Colleen Lack  
Administrative Law Judge  
for Janet Olszewski, Director  
Michigan Department of Community Health

cc:



Date Mailed: 06/28/2010

**Docket No. 2010-29305 HHS**  
**Decision and Order**

**\*\*\* NOTICE \*\*\***

The State Office of Administrative Hearings and Rules may order a rehearing on either its own motion or at the request of a party within 30 days of the mailing date of this Decision and Order. The State Office of Administrative Hearings and Rules will not order a rehearing on the Department's motion where the final decision or rehearing cannot be implemented within 90 days of the filing of the original request. The Appellant may appeal the Decision and Order to Circuit Court within 30 days of the receipt of the Decision and Order or, if a timely request for rehearing was made, within 30 days of the receipt of the rehearing decision.