



**SENIOR & LONG TERM CARE DIVISION  
COMMUNITY SERVICES BUREAU**

**COMMUNITY FIRST CHOICE  
Policy Manual**

**Section: Eligibility for Services**

**Subject: Service Limitations and**

**Exclusions**

*Reference: ARM 37.40.1002, 37.40.1006, 37.40.100, ARM 37.40.1110, 37.40.1115 and 37.40.1116.*

**SKILLED SERVICES**

Skilled services may not be provided under the Community First Choice/Personal Assistance Service (CFC/PAS) Agency Based (AB) program. Exceptions must be prior authorized by the Department.

**PERSONAL ASSISTANCE  
SERVICE LIMITS**

A member is eligible for no more than 80 hours (320 units) of Personal Assistance Service (PAS) in a two- week period. Mountain Pacific Quality Health (MPQH) may authorize hours in excess of this limit for periods longer than 28 days but less than 90.

A member may receive no more than six hours (24 units) or 1/3 of their total AB-PAS time for Instrumental Activities of Daily Living (IADL) tasks, whichever is less, in a two-week period.

Mileage may only be billed for miles associated with an approved shopping trip and when the member's attendant uses their car to transport the member. Mileage for medical escort transportation may only be billed when the medical appointment is within the local community and the member's attendant uses their car to transport the member.

Note: Medical escort may exceed the service limits outlined above.

**COMMUNITY FIRST CHOICE  
SERVICE LIMITS**

A member is eligible for no more than 84 hours (336 units) of Community First Choice (CFC) in a two-week period. MPQH may

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authorize hours in excess of this limit for periods longer than 28 days but less than 90 hours.

A member may receive no more than ten hours (40 units) or 1/3 of their total AB-CFC time for IADL tasks, whichever is less, in a two-week period.

Mileage may only be billed for miles associated with an approved shopping or community integration trip and when the member's attendant uses their car to transport the member. Mileage for medical escort transportation may only be billed when the medical appointment is within the local community and the attendant uses their car to transport the member.

Skill Acquisition may only be provided for a period of time not to exceed three months and total hours authorized in that three month period may not exceed 26 hours. A second three month authorization span and additional 26 hours may be authorized in special circumstances. (Refer to AB-CFC/PAS 721) for specific criteria.

Note: Medical escort attendant time may exceed the service limits outlined above.

## **SERVICE LOCATION**

Members who reside in the following settings are not eligible to receive AB-CFC/PAS:

- a. Hospital;
- b. Hospitals providing long-term care;
- c. Assisted living facility;
- d. Adult foster home;
- e. Licensed youth foster homes;
- f. Mental health group homes; and,
- g. Adult intensive community home services.

## **EXCLUDED SERVICES**

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CFC/PAS services do not include services that maintain an entire household or family or which are not medically necessary. These include, but are not limited to the following:

1. Cleaning floors and furniture in areas that members do not use or occupy. For example: cleaning the entire living area, when the member occupies only one room.
2. Laundering clothing or bedding the member does not use. For example: laundering for the entire household rather than laundering just the member's clothes when family is unable or unavailable.
3. Shopping for groceries or household items members do not need for health or nutritional needs. Attendants may not shop for items that are used by the rest of the household.

Note: If a member has CFC community integration they have the option of shopping for non-essential items under community integration, keeping in mind that the one-third rule still applies.

4. Supervision (except as allowed under the Home and Community Based Services (HCBS) Waiver Programs), respite care, babysitting, or friendly visiting. Household tasks may not be authorized for the purpose of supervising the member.
5. Maintenance of pets except in the case where the animal is a certified service animal:
  - a. An attendant may assist with offering food and water, letting the animal out to exercise, and brushing/combining the animal's coat;
  - b. Provide non-routine bathing in circumstances where the animal needs immediate attention; and,
  - c. These services must be absorbed in the member's current plan of care. No additional hours will be authorized.
6. Regular house and yard maintenance. For example, lawn care, window washing, and woodcutting.

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Note: A member may be authorized for Yard Hazard Removal Services in order to increase personal safety to access their home if they are unable to perform such activities independently and the member lives in a home where the service is not provided as a part of a rental or lease agreement.

7. Services designed to train individuals to complete functional tasks must be provided by a specially trained attendant or habilitation trainer under the HCBS waiver.

Note: A member may be authorized for skill acquisition services. This service is provided by a CFC attendant to train and support a member to acquire independence with an activity of daily living, instrumental activity of daily living, or health maintenance activity. The service may be authorized when the member is expected to achieve skill acquisition within a three month period of time.

## **SERVICES TO CHILDREN**

1. CFC/PAS services are not available to relieve a parent of their child caring or other legal responsibilities. CFC/PAS for children with a disability may be appropriate when the parent is unqualified or otherwise unable to provide the personal assistance or the child is at risk of institutionalization unless the services are provided. In authorizing services to children with a disability, the age-appropriateness of parental assistance is considered. Refer to AB-CFC/PAS 711 and 713.
2. Skilled services for children are provided under Early Periodic Screening, Detection Treatment (EPSDT) program or waiver private duty nursing (PDN) when specific criteria is met.
3. Household tasks and meal prep may be authorized only when the child, in absence of their physical limitations, would normally perform the task.

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4. For a minor child (member under age 18) to participate in this program, a personal representative must be utilized.

**MEMBER  
RESTRICTIONS**

1. Members who participate in AB-CFC/PAS are restricted from utilizing SD-CFC/PAS.
2. Members must select one primary provider agency to support their participation in the AB-CFC/PAS program. More than one provider agency can share an AB member's CFC/PAS services when the primary AB provider agency cannot meet the member's service needs. Refer to AB CFC/PAS 723.
3. The member is required to participate in the MPQH initial and annual assessments as well as the provider agency's person centered planning and recertification visits. If a member refuses to participate in these visits, services may be terminated.