

**SECTION  
CASE MANAGEMENT SYSTEM**

**SUBJECT  
Person-Centered Recovery Plan: Costs**

**REQUIREMENT**

The Person-Centered Recovery Plan must provide documentation of the individual's Person-Centered Recovery Plan costs. It includes all Home and Community Based Services to be provided, the frequency, amount and projected annualized cost of the services.

**PROCEDURE**

The Person-Centered Recovery Plan cost sheet (form DPHHS-AMDD-134) is generated when the Person-Centered Recovery Plan is developed (Refer to 899-10). A new cost sheet must be completed at each annual update of the Person-Centered Recovery Plan and when amendments are made to the Person-Centered Recovery Plan. The CMT must explain the cost sheet to the individual and/or the individual's representative. CMT may complete final cost plan upon return to office and document mailing of form to the individual and/or their representative. The CMT should review the cost sheet with the individual at the six-month visit.

**ANNUAL PERSON-CENTERED RECOVERY PLAN COST LIMIT**

The Department determines the Person-Centered Recovery Plan cost limit in the aggregate. Individuals who exceed the Person-Centered Recovery Plan cost limit are not eligible for the SDMI Home and Community Based Services Program except as prior authorized by the Department. (Refer to SDMI HCBS 403 for prior authorization criteria and procedures).

