



Personal Assistance Services and Supports (PASS) Fact Sheet

What is Personal Assistance Services and Supports (PASS)?

PASS is a family directed service that can help families of children with special health care needs. PASS is provided in the home or community setting to help improve the following:

- A child's ability to do activities of daily life;
- A child's ability to maintain safety;
- A child's ability to gain social skills.

Who's Eligible?

- Children who are Medicaid eligible
- Children up to 21 years of age
- Children living with their family or legal guardian
- Children with chronic and moderate to severe cognitive, physical, developmental and/or psychiatric conditions
- Children who meet clinical criteria

Family Role and Responsibilities

- Families recruit, train, manage and supervise their PASS worker (Resources to assist in locating and hiring workers are available free of charge for families at www.rewardingwork.org)
- Families manage identified service hours
- Families will assist in the development of a PASS Care Plan
- Families collaborate and communicate with PASS agency staff

PASS Worker Role and Responsibilities

- Implements Care Plan
 - Provides guidance and redirection
 - Provides opportunities for social interactions
 - Provides hands-on assistance
 - Keeps progress notes on service plan goals
 - Provides information to families on service plan goals
- Attends on-going training sponsored by PASS Agency

PASS Coordinator Role and Responsibilities

- Up to one-hour direct contact per week to family for Service Plan implementation
- Activities include:
 - Provide or arrange training for families in all aspects of program implementation
 - Train or support families in recruiting, interviewing and orienting PASS Workers as well as back-up plan implementation
 - Maintain contact with Cedar Family Center (if applicable)
 - Provide on-going assistance to help families and PASS Workers to maintain positive relationships
 - Monitor monthly Program satisfaction with families
 - Provide or arrange training PASS Workers on employee responsibilities
 - Collaborate and support PASS families and PASS Workers

Clinical Consultant Role and Responsibilities

- Provide expert guidance to the family, and PASS worker (at the request of the parent)
- Observe child's progress
 - Provides recommendations for techniques and strategies to be used
- Review and approve service plans
- Provide guidance to the family to assist in managing and supervising the PASS worker
- Clinical consultation takes place in the home, at the PASS Agency or over the phone

Key Components of PASS

- Benefits of a family directed program like PASS
 - PASS provides family greater choice in how services are delivered
 - Helps decrease family reliance on traditional service delivery systems
 - Builds on natural strengths and expertise of the family
 - The family defines **what** should be done
 - The PASS Agency describes **how** it could be done
 - The family reviews the child's progress with the Clinical Consultant and/or the PASS Coordinator
 - The family reviews the PASS worker's performance with the Clinical Consultant and/or the PASS Coordinator
 - The family, along with the Clinical Consultant and PASS Agency staff, address renewal, transition planning, and/or discharge needs
- The family can designate someone to assist them in managing the program
- Does not take the place of services the child may be eligible for through Special Education, Early Intervention or Head Start
- May be provided along with other services (such as HBTS) as part of coordinated plan of care
- Transportation may be provided by PASS worker *if* identified in the PASS Care Plan and provided per PASS Practice Standards requirements

How to Access

1. Please first contact your health plan if you are enrolled in RIteCare or RIteShare (Neighborhood Health Plan or United Healthcare)
2. Contact your Cedar Family Center (if applicable)
3. Contact the PASS provider directly if neither of the above apply to your family.

Reasons for Ending PASS Services

- The child loses Medicaid eligibility
- The child no longer requires 1:1 assistance beyond the typical age-level support
- The family chooses to discontinue PASS
- The family is not capable or willing to perform the tasks required to manage a consumer-directed program nor can they designate someone to assist them
- The child is not benefiting from participation in PASS
- The level of service is no longer suitable
- The child is at risk of harm to self or others
- The home environment presents safety risks to staff
- The parent/guardian is not successfully following program rules
- The child has been admitted to an institutional setting

For more information, please refer to the *RI Medicaid Programs for Children with Special Health Care Needs* guide for a list of participating PASS providers.

<http://www.eohhs.ri.gov/Consumer/ConsumerInformation/Healthcare/PeoplewithSpecialNeedsandDisabilities/Children.aspx>