

Self-Direction in the Acquired Brain Injury and Moving Forward Plan Waivers

The Acquired Brain Injury (ABI) and Moving Forward Plan (MFP) Waivers give you the choice to manage some of your waiver services. This is called “self-direction.”

When you choose to self-direct your waiver services, you decide who provides those services and you set their work schedule. You also decide what tasks they do.

If you choose self-direction, you become the employer of the direct care worker for your self-directed waiver services.

Which waiver services can I self-direct?

- ABI Residential Habilitation (ABI-RH) and the MFP-Residential Supports (MFP-RS) Waivers:
 - ▶ Individual Support and Community Habilitation (only for waiver participants receiving Assisted Living services)
 - ▶ Peer Support
- ABI Non-Residential Habilitation (ABI-N) and MFP-Community Living (MFP-CL) Waivers:
 - ▶ Adult Companionship
 - ▶ Chore
 - ▶ Homemaker
 - ▶ Individual Support and Community Habilitation
 - ▶ Peer Support
 - ▶ Personal Care

What are my responsibilities if I choose to self-direct my services?

If you choose to self-direct services, you become the employer of your direct care worker. You will be responsible for employer-related tasks such as finding workers, hiring them, scheduling and training them, and, if necessary, firing your worker. Your ABI/MFP Waiver case manager or service coordinator will teach you about your rights and responsibilities as an employer of your worker.

You will be responsible for completing and sending all required paperwork. You must use the Electronic Visit Verification (EVV) system to approve and send in the date and time your direct care worker provides your services. You will also make sure that the number of hours worked is not more than the number of weekly hours that your ABI/MFP Waiver case manager or service coordinator approved.

What if I need help self-directing my services?

If you need help self-directing your services, you may need a surrogate. A surrogate is a person who knows you and your needs and will help you self-direct your services.

If you don't know anyone who can be your surrogate, your ABI/MFP Waiver case manager or service coordinator can help find a surrogate who can help you self-direct your services.

How will my ABI/MFP Waiver case manager or service coordinator help me self-direct my services?

Your ABI/MFP Waiver case manager or service coordinator will evaluate your need for services, approve your services, make sure that you understand your responsibilities, and provide you with ongoing skills training as needed to help you self-direct your services successfully.

How does my direct care worker get paid?

MassHealth has an agency called a fiscal intermediary (FI) that will help you with the employer-required tasks of employing a worker, such as

- receiving and processing your worker's timesheets;
- preparing your worker's paychecks and direct deposits;
- filing and paying your share of state and federal taxes, including unemployment;
- getting workers' compensation insurance for your worker; and
- issuing a W-2 to your worker.

To learn more about ABI/MFP Self-Directed Waiver Services, please contact your ABI/MFP Waiver Case Manager or Service Coordinator.

