TO:    Day Habilitation Providers Participating in MassHealth

FROM:  Wendy E. Warring, Commissioner

RE:     Coordination of Specialized Services

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**Background**

Some MassHealth members served by day habilitation programs are nursing facility residents receiving specialized services. Specialized services are designed to promote as much self-determination and independence as possible. To that end, there must be coordination between the specialized services-provider (for example, a day habilitation provider) and the nursing facility.

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**Specialized Services Provider Obligations**

To enhance the provision of specialized services and to increase communication with the nursing facility, the provider of specialized services must:

- provide copies of the day habilitation support plan and relevant updates to the nursing facility;

- meet with the nursing facility at least once a year to coordinate the development of the nursing facility plan of care and the day habilitation support plan;

- make every effort to attend the annual plan-of-care meeting at the nursing facility to coordinate the development of the two plans. (This annual meeting is similar to the current practice for those members residing in residential settings); and

- communicate with the Department of Mental Retardation service coordinator or the University of Massachusetts Medical School case manager all issues related to the services these members are receiving.
**Nursing Facility Obligations**

To assist in the coordination of specialized services, nursing facilities must:

- invite DMR service coordinators, University of Massachusetts Medical School case managers, and specialized-services providers to the annual minimum data set (MDS)/care planning meeting for each resident receiving specialized services; and

- ensure that care-plan interventions complement and reinforce the specialized-services plan.

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**Coordination and Cooperation**

As nursing facilities increase their efforts to incorporate elements of the specialized-services plan into the services they provide, they will need assistance from specialized-services providers. Specialized-services providers may be asked to instruct nursing facility staff on the strategies employed in the provision of specialized services to a specific individual. Specialized-services providers must make every effort to accommodate these requests.

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**Special Training Programs**

Special training programs for nursing facilities and specialized-services providers are being developed. Information about these programs will be provided as it becomes available.

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**Questions**

If you have any questions about the material in this bulletin, please call Kelly Lawless at 617-210-5134.