

FAQ for Self-Directed Services

Who can use Self-Determination?

- People receiving certain Medicaid funded behavioral health or home and community-based services may choose self-determination if it is appropriate and included in their person-centered plan (PCP)

What is an individual budget?

- An individual budget is the amount of Medicaid funding approved for services in the person's plan. The participant uses this budget to purchase approved supports and services

Can I hire a family member?

- Yes, if the family member is not their legal guardian, spouse, or conservator and meets Medicaid provider qualifications.

What are the Medicaid qualifications for an employee?

- Must be 18 years or older
- Able to prevent transmission of communicable diseases
- Able to communicate effectively to follow Individualized plan of service (IPOS) requirements, beneficiary-specific emergency procedures, and to report on activities performed
- Complete background check and be in good standing with the law*

*The individual/family may have the ability to hire an individual with a record. However, Medicaid does outline some exclusions that would prevent the hiring of a candidate

What is the required training that employees need to complete?

- Standard Precautions (Must be done **before** starting)
- Individual Plan of Service (IPOS) Training (Must be done **before** starting)
- Recipient Rights Training (within 30 days)
- Emergency Preparedness (within 30 days)
- Knowledge of First Aid (within 30 days)

How will employees keep track of hours worked?

- Employees will use the EVV system set up by the fiscal management service provider (Stuart Wilson or Guardian Trac). **Please also note that as the employer of record you will need to approve the time as well in the app.**

What are the requirements regarding EVV (Electronic Visit Verification), regarding clocking in/out?

- Please reference the Michigan EVV | HHAeXchange website for specifics regarding these requirements at <https://knowledge.hhaexchange.com/enterprise/Content/Home/Home-N.htm>