

Quad Inc. Quick Reference Guide

1. All the following eligibility criteria must be met for a consumer to receive Quad Inc Services:

(1) Current recipients of Title XIX OSIP Home and Community Based Waivered Services;

(2) Individuals who require full assistance in one of the following activities of daily living (ADL):

Mobility, Eating, or Toileting;

(3) Individuals who are stabilized in their physical and emotional adjustment to disability and must not require continuous licensed or skilled nursing care. For example, the person must not be in the initial states of medical treatment following trauma;

(4) Individuals who are severely physically disabled and who are primarily reliant on a wheelchair for mobility due to an accident, illness, or disease resulting in the inability to perform ADL's without the assistance of an attendant;

(5) Individuals who are at risk of institutionalization because of physical condition;

(6) Individuals who require immediate availability of assistance due to their inability to perform self-care or meet unscheduled needs;

(7) Individuals who are cognitively able and desire to live independently in their homes and to accept responsibility for their personal health and well-being;

(8) Individuals who are able to direct attendants in their own care and manage this care through their person entered service plan.

*Consumers who do not meet these criteria may still reside in a Quad Inc. apartment and receive In-Home Services with an Agency or HCW.

2. Consumers on Quad Inc. Services will have their case set up like an In-home plan, including service planning and coding (for offices not on the ONE system yet). Coding may vary from consumer to consumer.

a. Liability/pay-in is calculated the same as an in-home plan. For an individual who receives in-home services, this is the OSIPM maintenance standard (currently \$794) plus \$500.

b. When setting up the service plan, assign all the allowed hours.

3. Service plan example:

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| Benefit Eligibility and Service Planning | | | | | | |
|---|----------------------------|-----------------------|------------|--------------------|--------------------------|----------|
| Assmt Date: 04/01/20 | | Valid Until: 04/30/21 | | Pay Date: 05/08/21 | | |
| Benefits | | | | | | Ben Act |
| Service Category/Benefit | Begin Date | End Date | Status | | | |
| APD-In Home | 05/01/2020 | 05/08/2021 | Approved | | | |
| Hours Segments | | | | | | |
| Hours # | Begin Date | End Date | Status | Alwd | Excp | View Dtl |
| 1 | 05/01/2020 | 05/08/2021 | Approved | 76 | 0 | Hrs Act |
| Plans For APD-In Home Benefit (Read Only) | | | | | | |
| Plan # | Begin Date | End Date | Status | | | |
| 1 | 05/01/2020 | 05/08/2021 | Approved | | | |
| Services For Plan #1 | | | | | | Pln Act |
| Row # | Services | Provider Name | Begin Date | End Date | Invalid Entry | |
| 1 | Specialized Living Service | QUADRIPLIGICS UNITED | 05/01/2020 | 05/08/2021 | <input type="checkbox"/> | |
| <input type="button" value="Provider Search"/> <input type="button" value="Needs Association"/> <input type="button" value="View/Assign Hours"/> <input type="button" value="Provider Detail"/> | | | | | | |

a. The service plan end date for Quad services can end on a pay period but to better align with the 512, a good practice is to have the service plan end on the last day of the month of the Valid Until Date (VUD) from the assessment. The VUD for this example is 4/30/21.

4. Payment: Quad Inc. Services are paid through the 512 system.

- A CM will set up the 512 to match the In-home service plan. Dates should start with the beginning of the month the and end with the last day of the month. Looking at the example from #3, the start date for the 512 would be 5/1/20 and the end date 4/30/21.
- Effective 7/1/2021 Quad Inc. will receive a flat monthly rate of \$6254 per consumer. This includes their new 7/1/21 contract rate of \$5956 + a 5% COLA.
- When setting up the 512, the system will automatically load this rate.

5. Risk Monitoring:

- These cases should be treated as an in-home setting and risk should be monitored and mitigated the same as any other in-home service plan.

6. Supportive Services:

- Consumers receiving services from Quad Inc. are eligible **BSS** and **LTCCN** services. These should be used to help support the consumers and Quad Inc. staff whenever necessary.

7. Payment Issues:

- Consumer liability issues will need to be resolved in the ONE system so they can be accurately calculated for the 512 and the correct information in notices from the ONE system are sent to the consumer. Please work with Eligibility Workers to address and issues and escalate to Analyst JD Tilford if they cannot be resolved.

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b. Payment issues to the provided need to be resolved ASAP. If the payment the provider received is late or the incorrect amounts, please follow the directions and use the forms found on CM Tools: [Provider Payment Adjustments](#).

Note: Quad Inc. is not a CBC setting. The apartment a consumer resides in is their home. The relationship with Quad Inc. is as a landlord/tenant, regardless if the consumer received services from an HCW/Agency or Quad Inc..