

**COMMONWEALTH OF PENNSYLVANIA**  
**DEPARTMENT OF HUMAN SERVICES**  
**BUREAU OF HUMAN SERVICES LICENSING**  
**Community Homes for Individuals with Mental Retardation**  
(55 Pa.Code Chapter 6400)

**Q/A - Regulatory Clarifications – December 2015**

*The clarifications and interpretations below will remain on the Department's web site until the information is included in the next updated Regulatory Compliance Guide (RCG).*

**Regulation: § 6400.22(c) – Individual Funds and Property**

*§ 6400.22(c) - Individual funds and property shall be used for the individual's benefit.*

**Question:** Is it acceptable for an individual to pay for the accompanying staff member(s) expenses for community activities (such as movies, dinner and other trips)?

**ANSWER:** Individuals are not required to pay for the community activity expenses for staff member(s) who accompany and support them while in the community. However, individuals may voluntarily choose to pay for the community activity expenses for staff member(s) who accompany and support them while in the community if they have sufficient funds and if the individual's ISP team agrees that the individual voluntarily chose to pay the expenses for staff member(s). The ISP team must agree and document that the individual is voluntarily choosing to pay the staff expenses before any new travel arrangements are officially made. For those travel arrangements that are already in process, the ISP team should meet to review the situation and ensure that payment of the staff expenses was the individual's voluntary choice. To ensure appropriate safeguards have been addressed and the ISP team agrees with the individual's decision, the results of the meeting must be documented in a service note in HCSIS.

For more information, please reference the ODP Bulletin #00-10-07, as well as the ODP Informational Memo #121-10.