

## **Key Changes to the Adult Community Autism Program (ACAP)**

These changes are part of the 2017/18 ACAP Agreement currently with the Centers for Medicare and Medicaid Services, part of the federal Department of Health and Human Services, pending approval.

What is provided in this document are the changes to the program that will impact you and your services:

- Participants are no longer required to have Behavioral Specialist Services (BSS). Although this has always been a requirement for participants in ACAP, based on feedback from participants and families, it was decided that Behavioral Specialist services is no longer a requirement.
- There are significant changes to service definitions – New service definitions are attached to this document and a summary is included below. Individuals and families may have already begun to see the changes and your team should be discussing with you.
- Residential Habilitation is a service available to ACAP participants. It is important to recognize the difference between Residential Habilitation services and the need for housing. See attached Infographic.
  - Reference the Residential Habilitation definition on the attached list of service definitions. Several changes have been made in accordance with state and federal regulations.
- Complaint and Grievance process has been changed in order to meet federal regulations. The new Participant Handbook that is being developed by Keystone Autism Services (KAS) will outline the new process. In the meantime, please contact your Supports Coordinator or Team Leader with questions regarding Complaints and/or Grievances.

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## SUMMARY OF CHANGES TO SERVICES

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### Non-Medical Transportation

This service definition has been changed to add the following: “.....if other transportation resources, *including natural supports*, are not available,”

Natural supports may include friends, family, community members, or coworkers. Non-Medical Transportation can also be utilized if it is determined that the Participant is unable to utilize alternate transportation sources due to unavoidable health and safety risks to the Participant.

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### Nutritional Consultation

This is a new service - Nutritional Consultation provides assistance to Participants with an identified food allergy, food sensitivity, or a serious nutritional deficiency which can include inadequate food intake or overeating. Nutritional Consultation assists the Participant and/or the Participant’s family, and caregivers in developing a diet and planning meals that meet the Participant’s nutritional needs while avoiding any problem foods that have been identified by a physician

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### **Specialized Skill Development – Reference Infographic (formerly Behavioral Specialist Services and Habilitation): Reference Infographic**

Behavioral Specialist Services and the Community Support service (formerly called Habilitation) will be combined to form a new service, “**Specialized Skill Development.**” Specialized Skill Development will also include a third service, “Systematic Skill Building,” which teaches skills to promote independence. Like the current Behavioral Specialist Services, Systematic Skill Building will be based on individually-tailored plans developed by staff with expertise in teaching skills.

Specialized Skill Development is three different services:

- Behavioral Specialist Services
- Systematic Skill Building
- Community Support

The three parts are:

### **Behavioral Specialist Services or BSS (remains mostly unchanged)**

- Develops the Behavioral Support Plan and Crisis Intervention Plan and makes sure the people in the participant's life, such as family, friends and employers, and staff of other services, know how to use the plans. The plans help participants reach goals about behavior, such as learning to calm down or ask for help when becoming anxious or afraid.
- Includes support directly to the participant and support to the people around the participant, such as family, friends and employers and staff of other waiver services.
- Includes making sure the Behavioral Support Plan and Crisis Intervention Plan are working well and changing them if they are not.

### **Systematic Skill Building or SSB (new service)**

- Uses teaching methods to help the participant learn skills which help the participant to have more independence in the community (for example, learning how to cook or use public transportation).
- Develops the Skill Building Plan which reviews the participant's abilities and learning style. The Skill Building Plan includes targets for measuring progress toward the goals and objectives for this service.
- Includes support directly to the participant and support to the people around the participant, such as family, friends and employers and staff of other services.
- Includes making sure the Skill Building Plan is working well, and changing it if it is not.

Note: If a participant has a Behavioral Support Plan and/or Skill Building Plan, the plan should drive how other services are used to follow that plan and support the participant.

### **Community Support (formerly called Habilitation - remains mostly unchanged)**

- Helps participants with a wide range of skills and activities to help them be more independent with communication, socialization, taking care of themselves, and other skills necessary to live in the community.
- Uses the Behavioral Support Plan, Crisis Intervention Plan and Skill Building Plan to support the participant, if the participant has any of those plans.
- Can now be used in small groups or individually, depending on what the participant needs: one staff supporting one participant, one staff supporting two participants, or one staff supporting three participants to attend group activities.

The three parts of Specialized Skill Development are being combined because the services work together to best assist you to meet your goals. Participants may use one, two or all three of the services of Specialized Skill Development – they are not required to use all three services. For example, a participant may have Systematic Skill Building and Community Support, but not Behavioral Specialist Services. Another participant may have Behavioral Specialist and Community Support without Systematic Skill Building. Finally, another participant may choose just Community Support. We think that most participants will use either Behavioral Specialist Services or Systematic Skill Building as well as Community Support.

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### **Career Planning (formerly called Pre-Vocational Services) Reference Infographic**

The current Pre-Vocational Services will now be two parts of one service called Career Planning.

#### **The two parts are:**

- **Vocational Assessment** is used to develop a plan (called a Vocational Profile) to identify a career direction that meets the participant’s goals, needs and abilities and will result in “competitive integrated employment.” That means a job paying minimum wage or more than minimum wage at a job site that includes people without disabilities doing the same or similar work. The plan can be used to identify a self-employment job instead. The Vocational Profile also describes what the participant needs to do or learn to follow that career direction and meet their employment goals.
- **Job Finding** is used to get a job with an employer that fits with the participant’s goals, likes, needs and abilities and pays minimum wage or more than minimum wage or to develop a self-employment job. The Job Finding service uses the information from the Vocational Assessment in finding the job.

#### **Vocational Assessment includes the following activities (not a complete list):**

- Assessing the participant’s work history, interests, skills and natural supports (such as family, friends or neighbors who can help in understanding the participant or help in finding a job);
- Identifying what the participant likes and needs that should be considered in finding a job (e.g., working in a quiet place or using public transportation to get to work);
- Finding job try-outs and doing assessments in work settings or work-like settings;
- Finding learning opportunities or short-term employment;

- Helping to access Ticket to Work and other similar programs;
- Benefits counseling to explain how having a job and earning money may affect the participant's waiver and non-waiver services;
- Creating a Vocational Profile of the participant and the participant's employment goals.

**Job Finding includes the following activities (not a complete list):**

- Developing relationships and networking with employers;
- Finding potential job opportunities;
- Working with the participant's natural supports (such as family, friends and neighbors) who can help to identify potential contacts or jobs;
- Helping the participant to set up a self-employment business;
- Job carving (doing part of an existing job for an employer)
- Helping the participant to do informational interviews with employers;
- Helping the participant to ask for reasonable accommodations in the work place and supports from the employer.

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**Supported Employment – Reference Infographic**

Supported Employment services are meant to help the participant to be as independent as possible at his or her job. BAS expects that after the participant has learned the job and becomes familiar with the employer and co-workers, the participant will need less help from Supported Employment staff.

**Supported Employment will include two parts:**

**Intensive Job Coaching** provides on-the-job training and support to assist participants with their employment or self-employment jobs. This service helps participants who need support for more than 20% of their work week. For example, if a participant works 20 hours a week and needs support more than 4 hours per week, Intensive Job Coaching should be used.

**Extended Employment Supports** are ongoing support available for as long as needed by the participant for 20% or less of their work week. For example, if a participant works 20 hours per week and needs support for 4 hours or less per week Extended Employment is used.

Both parts of the Supported Employment service may be provided to the participant directly or to the employer, supervisor, co-workers and others who are involved in the participant's employment. For example, this lets the Supported Employment staff talk, phone, email or text the employer or supervisor, even if the participant is not there at the same time.

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### **Family Support (formerly known as Family Counseling)**

This is basically a name change, but also expanded beyond just counseling. This service helps the members of the participant’s family and other people who are close to the participant (such as friends and neighbors) to have a strong relationship so they can help the participant to meet his or her goals. This service can be used to build on family and caregiver strengths to help them with coping skills and stress management. It can also help them to understand the participant better.

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### **Home Modifications and Vehicle Modifications (formerly known as Environmental Modifications)**

Environmental Modifications is being separated into two services: Home Modifications and Vehicle Modifications.

**Home Modifications:** The limit on Home Modifications is \$20,000 over a five (5)-year consecutive period, per home. This means a new \$20,000 limit applies when the participant moves to a new home or when the five (5)-year period ends.

Home Modifications costing over \$1,000 must be recommended by an independent evaluation of the Participant’s needs, including a functional evaluation of the impact of the modification on the Participant’s environment.

**Vehicle Modifications:** The Vehicle Modifications limit is \$10,000 per participant during a five (5)-year period. The five (5)-year period begins with the first utilization of authorized Vehicle Modifications services.

Vehicle Modifications costing over \$500 must be recommended by an independent evaluation of the Participant’s needs, including a functional evaluation of the impact of the modification on the Participant’s needs.

The required independent evaluation for both home and vehicle modifications is not included in the service.

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Any questions you may have regarding the program changes or changes to the service definitions can be directed to the Bureau of Autism Services by email to [RA-odpACAP@pa.gov](mailto:RA-odpACAP@pa.gov).