

FED (Functional Eligibility Determination) Alignment Guide

1. A FED is completed when a participant first interacts with the IEB (Maximus) in regards to enrolling in a waiver program.
2. The FED is completed by the AAA (Area Agency on Aging) to determine if a participant is NFCE (Nursing facility clinically eligible) or NFI (Nursing facility ineligible).
 - a. To be part of a waiver program a participant must be NFCE
 - i. The waivers are the participant choosing to “waive” receiving the care they need in a Nursing facility setting. Meaning that they would like HCBS (home and community based services).
 - b. If a participant is determined to be NFI at the start of their enrollment, then they can not move forward at that time with a waiver program, but should their functional needs change they should contact the IEB to begin the process again.
3. If a participant is already enrolled in a waiver program (ie. all of our HCBS participants) and an InterRAI is completed that indicates that the participant does not meet the need requirement of NFCE, then a new FED is requested from the AAA and a new physician certification letter is requested from the participants PCP.
4. Once the new FED is completed, PHW will task the SC to follow up with the participant about the outcome of the new FED.
 - a. If the AAA completed the FED and the participant was determined to be NFCE, then the SC contacts the participant to determine if there was any gap in services for the participant.
 - i. SC documents either no gap in any services
 - ii. SC documents there was a gap in services and then provides information on which service(s) had a gap and what dates the gap(s) took place.
 - b. If the AAA completed the FED and the participant was determined to be NFI, then the SC contacts the participant to let them know that they were determined to be no longer eligible for waiver services and documents the following
 - i. If the participant is going to appeal (appeal information is on the letter the participant received from CAO, if ptp did not receive a letter they should contact their CAO to request information on how to appeal)
 1. If they want to do the appeal with CAO independently
 2. If they want the SC’s assistance to file the appeal
5. If the participant refused to do the FED with the AAA or did not respond to attempts from the AAA to complete the FED, then the SC will follow up and explain to the participant that failure to complete the FED with the AAA will result in the loss of their waiver and services.
6. All FED Alignment calls are to be documented inside of a FED Alignment session in Function Portal
 - a. Including unsuccessful attempts

An SC’s assessment of a participant’s needs has a direct impact on the participant’s eligibility and the need for a new FED (see examples)

1. SC's documentation of ADL needs in the InterRAI (ie. performance and capacity to complete tasks) has a direct impact on the participant's eligibility.
2. SC's consistency of information within the Performance/Capacity sections and the SPG has a direct impact on the participant's eligibility.
3. The level of detail provided within the SPG for tasks where the participant is independent has a direct impact on eligibility

Example 1 of InterRAI that resulted in a new FED being completed

1. SC has extensive assistance required in ADL section for only 4 of the 10 tasks

Consider all episodes over 3-day period. If all episodes are performed at the same level, score ADL at that level. If any episodes at level 6, and others less dependent, score ADL as a 5. Otherwise, focus on the three most dependent episodes [or all episodes if performed fewer than 3 times]. If most dependent episode is 1, score ADL as 1. If not, score ADL as least dependent of those episodes in range 2-5.

0 Independent — No physical assistance, setup, or supervision in any episode
 1 Independent, setup help only — Article or device provided or placed within reach, no physical assistance or supervision in any episode
 2 Supervision — Oversight / cuing
 3 Limited assistance — Guided maneuvering of limbs, physical guidance without taking weight
 4 Extensive assistance — Weight-bearing support (including lifting limbs) by 1 helper where person still performs 50% or more of subtasks
 5 Maximal assistance — Weight-bearing support (including lifting limbs) by 2+ helpers—OR—Weight-bearing support for more than 50% of subtasks
 6 Total dependence — Full performance by others during all episodes
 8 Activity did not occur during entire period

a. Bathing — How takes a full-body bath / shower. Includes how transfers in and out of tub or shower AND how each part of body is bathed: arms, upper and lower legs, chest, abdomen, perineal area — EXCLUDE WASHING OF BACK AND HAIR	4
b. Personal hygiene — How manages personal hygiene, including comb-ing hair, brushing teeth, shaving, applying make-up, washing and drying face and hands — EXCLUDE BATHS AND SHOWERS	4
c. Dressing upper body — How dresses and undresses (street clothes, underwear) above the waist, including prostheses, orthotics, fasteners, underwear) above the waist, including prostheses, orthotics, fasteners, pullovers, etc.	0
d. Dressing lower body — How dresses and undresses (street clothes, underwear) from the waist down including prostheses, orthotics, belts, pants, skirts, shoes, fasteners, etc.	0
e. Walking — How walks between locations on same floor indoors	4
f. Locomotion — How moves between locations on same floor (walking or wheeling). If in wheelchair, self-sufficiency once in chair	1
g. Transfer toilet — How moves on and off toilet or commode	0
h. Toilet Use — cleanses self after toilet use or incontinent episode(s), changes pad, manages ostomy or catheter, adjusts clothes — EXCLUDE TRANSFER ON AND OFF TOILET	0
i. Bed mobility — How moves to and from lying position, turns from side to side, and positions body while in bed	0
j. Eating — How eats and drinks (regardless of skill). Includes intake of nourishment by other means (e.g., tube feeding, total parenteral nutrition)	0

2. SC then documents in the SPG that extensive assistance is not required for these same tasks.
 - a. Bathing- transfers and washing LE (since washing back is supposed to be excluded)
 - b. Personal hygiene- needs help applying lotion (foot care/nail care is not permitted)
 - c. Walking- “mostly independent”, which would be “limited assistance” at the most
 - d. Locomotion- no actual need for assistance is listed (ie. must be handed his cane), nor is the type of assistive device
3. SC does not mention how any of these tasks are currently being performed or if they are not able to be performed due to no assistance at the time of the assessment, which makes it seem as though the participant does not need extensive assistance to complete these tasks (since this ptp does not currently have PAS and is reported to have no informals).
 - a. Bathing and hygiene both have specific times it takes to complete the tasks, so we know they are currently being completed (how, if no one helps them?)

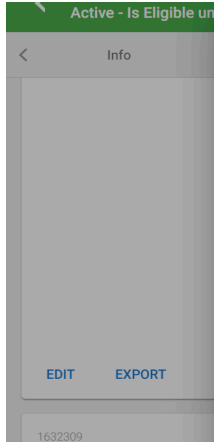
4. Some inconsistencies in physical capabilities

- a. The participant is not able to wash their lower extremities, but they are able to dress their lower extremities independently (with no explanation of why they can do one vs the other)
- b. The ptp is not able to walk into shower without assistance, but is able to walk and locomote with just cues and “arm to arm” support (how is he getting in the shower now, since he has no one to help?)

Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0.52	0	0.52	PTP requires max assistance with transportation. PTP utilizes transportation services. He requires hands on assistance helping him get in and out of the vehicle. He suffers from knee, leg and back pain. PTP is a fall risk due to balance issues. He requires assistance to get into and out of the vehicle. He also requires help with gathering assistive devices, wallet, phone and keys when leaving home.
Service Coordinator														
Bathing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1.75	1.25	3	PTP needs assistance with bathing. Due to balance issues he requires help transferring in and out shower. He does not have shower chair, SC will assist with obtaining one He is able to wash his private areas. PTP has LROM and is not able to bend to reach for LE or back. All items needed for bathing are set up for him. Bathing takes 45mins from start to finish.
Service Coordinator														
Personal Hygiene	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1.75	0	1.75	PTP requires hands-on help with personal hygiene. He is able to manage his oral care and hair care. Due to LROM from arthritis he requires help with foot care/applying lotion and nail care. All items needed for personal hygiene needs to be set up at close range. 30 mins AM/PM personal hygiene.
Service Coordinator														
Dressing Upper Body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0	PTP is independent in this area.
Service Coordinator														
Dressing Lower Body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0	PTP is independent in this area.
Service Coordinator														
Walking	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0.91	1.50	2.41	PTP is mostly independent in this area. He requires to use his assistive devices for walking. Due to his balance issues, he does require arm and arm support to mitigate risk of falls. Verbal cues needed to point out any tripping hazards or uneven pavement.
Service Coordinator														
Locomotion	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0.28	0	0.28	PTP is mostly independent in this area. He requires to use his assistive devices for locomotion.
Service Coordinator														
Transfer Toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0	PTP is independent in this area.
Service Coordinator														
Toilet Use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0	PTP is independent in this area.
Service Coordinator														
Bed Mobility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0	PTP is independent in this area.
Service Coordinator														
Eating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0	0	0	PTP is independent in this area.
Service Coordinator														

Example 2 of InterRAI that resulted in FED needing to be redone

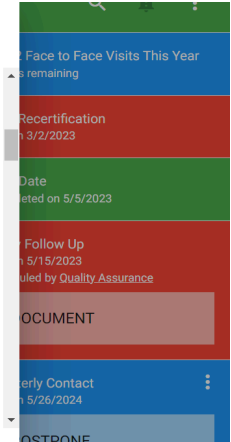
- 1. SC has documented that participant is able to complete all ADL's independently (ie. is not at the level of need to be in a NF)



View InterRAI Document

6 Total dependence — Full performance by others during all episodes
 8 Activity did not occur during entire period

a. Bathing — How takes a full-body bath/ shower. Includes how transfers in and out of tub or shower AND how each part of body is bathed: arms, upper and lower legs, chest, abdomen, perineal area — EXCLUDE WASHING OF BACK AND HAIR	0
b. Personal hygiene — How manages personal hygiene, including comb-ing hair, brushing teeth, shaving, applying make-up, washing and drying face and hands — EXCLUDE BATHS AND SHOWERS	0
c. Dressing upper body — How dresses and undresses (street clothes, underwear) above the waist, including prostheses, orthotics, fasteners, underwear) above the waist, including prostheses, orthotics, fasteners, pullovers, etc.	0
d. Dressing lower body — How dresses and undresses (street clothes, underwear) from the waist down including prostheses, orthotics, belts, pants, skirts, shoes, fasteners, etc.	0
e. Walking — How walks between locations on same floor indoors	0
f. Locomotion — How moves between locations on same floor (walking or wheeling). If in wheelchair, self-sufficiency once in chair	0
g. Transfer toilet — How moves on and off toilet or commode	0
h. Toilet Use — cleanses self after toilet use or incontinent episode(s), changes pad, manages ostomy or catheter, adjusts clothes — EXCLUDE TRANSFER ON AND OFF TOILET	0
i. Bed mobility — How moves to and from lying position, turns from side to side, and positions body while in bed	0
j. Eating — How eats and drinks (regardless of skill). Includes intake of nourishment by other means (e.g., tube feeding, total parenteral nutrition)	0



Example 3 of InterRAI that resulted in FED needing to be redone

1. SC has documented that participant is able to complete all ADL's with maximum level of assistance at supervision (ie. is not at the level of need to be in a NF)

is 1, score ADL as 1. If not, score ADL as least dependent of those episodes in range 2-5.

0 Independent — No physical assistance, setup, or supervision in any episode	
1 Independent, setup help only — Article or device provided or placed within reach, no physical assistance or supervision in any episode	
2 Supervision — Oversight / cueing	
3 Limited assistance — Guided maneuvering of limbs, physical guidance without taking weight	
4 Extensive assistance — Weight-bearing support (including lifting limbs) by 1 helper where person still performs 50% or more of subtasks	
5 Maximal assistance — Weight-bearing support (including lifting limbs) by 2+ helpers —OR— Weight-bearing support for more than 50% of subtasks	
6 Total dependence — Full performance by others during all episodes	
8 Activity did not occur during entire period	

a. Bathing — How takes a full-body bath/ shower. Includes how transfers in and out of tub or shower AND how each part of body is bathed: arms, upper and lower legs, chest, abdomen, perineal area — EXCLUDE WASHING OF BACK AND HAIR	2
b. Personal hygiene — How manages personal hygiene, including comb-ing hair, brushing teeth, shaving, applying make-up, washing and drying face and hands — EXCLUDE BATHS AND SHOWERS	2
c. Dressing upper body — How dresses and undresses (street clothes, underwear) above the waist, including prostheses, orthotics, fasteners, underwear) above the waist, including prostheses, orthotics, fasteners, pullovers, etc.	2
d. Dressing lower body — How dresses and undresses (street clothes, underwear) from the waist down including prostheses, orthotics, belts, pants, skirts, shoes, fasteners, etc.	2
e. Walking — How walks between locations on same floor indoors	2
f. Locomotion — How moves between locations on same floor (walking or wheeling). If in wheelchair, self-sufficiency once in chair	0
g. Transfer toilet — How moves on and off toilet or commode	2
h. Toilet Use — cleanses self after toilet use or incontinent episode(s), changes pad, manages ostomy or catheter, adjusts clothes — EXCLUDE TRANSFER ON AND OFF TOILET	2
i. Bed mobility — How moves to and from lying position, turns from side to side, and positions body while in bed	2
j. Eating — How eats and drinks (regardless of skill). Includes intake of nourishment by other means (e.g., tube feeding, total parenteral nutrition)	0