



ELEMENT #3

Heightened Scrutiny Participant Documentation Tool – Adult Day Care

INSTRUCTIONS: In order to assess your agency’s compliance with the Home and Community Based Settings (HCBS) Rule, a Heightened Scrutiny Review Team made up of TennCare representative(s) and the designated reviewer (MCO/DIDD) will be conducting an on-site assessment at each identified HCBS Setting. During the on-site assessment a sample of participants will be interviewed to assess their experience in the service setting. Your designated reviewer will contact you at least 30 days prior to your scheduled on-site visit to identify your participants in the sample and request the supporting documentation. If you have any questions, please contact your designated reviewer.

Sample Size:

- Agencies serving 30 or less – 3 people
- Agencies serving 31-60 – 4 people
- Agencies serving 61- 100 – 5 people
- Agencies serving 101 or more – 5% up to a maximum of 15 people

Supporting Documentation:

- Service Notes - documentation supporting utilization of services as identified in the person centered plan for the individual to be interviewed (most recent month only),
- Plan of Care – individual’s current plan of care (provided by MCO/ISC/CM)
- Individual Experience Assessment – completed IEA (pulled from Wu-Foo as entered by MCO/ISC/CM)