

Montana Medicaid Self-Directed CFC Personal Assistance Services

Activities of Daily Living (ADL)

- Bathing**.....Drawing water in sink, basin or tub ·Hauling/heating water ·Laying out supplies ·Assisting in /out of tub/shower ·Sponge bathing and drying ·Bed bathing and drying ·Tub bathing and drying ·Standby assistance for safety
- Dressing**.....Dressing consumer ·Undressing consumer ·Laying out clothes · Ability to lift/roll up to 50-100 lbs.
- Hygiene**.....Oral Care: ·Shaving ·Brushing teeth ·Shaving underarms, legs when consumer requests it as a necessary grooming activity ·Caring for nails ·Laying out supplies ·Routine Hair and Skin Care: ·Washing hair ·Drying hair ·Assisting with setting/rolling/braiding hair (does not include permanents, cutting or chemical processing of hair) ·Combing/brushing hair ·Applying nonprescription lotion to skin ·Washing hands and face ·Laying out supplies
- Toileting**.....Changing diapers ·Changing colostomy bag/emptying catheter bag ·Assisting on/off bed pan ·Assisting with the use of urinal ·Assisting with feminine hygiene needs ·Assisting with clothing during toileting ·Assisting with toilet hygiene: includes use of toilet paper and washing hands ·Set-up supplies and equipment ·Standby assistance
- Transfer**.....Non-ambulatory movement from one stationary position to another (transfer) ·Assistance with wheelchair ambulating
- Positioning**.....Adjusting/changing consumer's position in bed/chair (positioning)
- Mobility**.....Assisting consumer in rising from a sitting to a standing position and/or position for use of walking apparatus ·Assisting with putting on and removing leg braces and prostheses for ambulation·Assisting with ambulation/using steps·Standby assistance with ambulation
- Meal Preparation**.....Cooking full meal ·Warming up prepared food (M.O.W.) ·Planning meals ·Helping prepare meals ·Cutting food preparation ·Serving food ·Grinding and pureeing food ·Clean-up
- Eating Assistance**.....Spoon feeding ·Bottle feeding ·Set up of utensils/adaptive devices ·Assistance with using eating or drinking utensils/adaptive devices ·Cutting up foods ·Standby assistance/encouragement ·Tube Feeding.
- Exercise**.....Range of motion ·Authorized exercise program by PT or Doctor ·Ability to stabilize limbs
- Medication Assistance/Reminder**.....Set-up medication ·Prepare medication for week or day

Health Maintenance Activities (HMA)

- Bowel Treatment**.....Suppository ·Digital Stimulation ·Abdominal Stimulation
- Wound Care**.....Applying prescription medication to wound ·Dressing changes
- Urinary System Management**.....Foley Catheter ·Condom Catheter ·Subpubic Catheter ·Straight Catheter
- Medication Administration**.....Oral medications ·Inject able medications ·Medications via tube ·Suppositories ·Skin medications ·Eye Drops

Instrumental Activities of Daily Living (IADL)

- Household Maintenance**.....Cleaning up after other personal care tasks, e.g., bathing, toileting, etc. ·Emptying and cleaning bedside commode ·Cleaning bathroom, i.e., tub/shower, toilet, sink, floor ·Changing bed linens ·Making bed ·Cleaning stove-top, counters, washing dishes ·Cleaning refrigerator and stove · Vacuum ·Mop NOTE: If companion case is also receiving some cleaning tasks, the time should be split between both consumers.
- Laundry**.....Doing hand washing ·Gathering and sorting ·Loading and unloading machines in residence ·Using Laundromat machines ·Hanging clothes to dry ·Folding and putting away clothes
- Yard Hazard Removal (CFC ONLY)**.....Snow removal ·Walkway maintenance ·Moving outside garbage receptacle for pickup/storage
- Correspondence Assistance (CFC ONLY)**.....Sorting mail, organizing/filing paperwork ·Directed/overseen and managed by client ·DOES NOT include any financial or legal affairs
- Community Integration (CFC ONLY – non essential)**.....MUST require hands on care ·Local community integration ·Utilize community resources ·Engage in community based activities
- Shopping (medically necessary)**.....Preparing shopping list ·Going to store and purchasing food or picking up items ·Picking up medication or DME ·Putting food away
- Skill Acquisition (CFC ONLY)**.....Goal completion of authorized ADL/IADL ·Maximum initial three month

Medical Escort (Over 15 miles requires Medicaid reference # from Medicaid Transportation Dept.).....Accompanying when consumer needs hands-on assistance en route to or at the Medicaid reimbursable medical appointment ·Each visit must be verified by signature of Medical office staff. ·If visit is out-of-town the consumer must receive authorization from Medicaid Transportation for mileage·Individual does not have live-in caregiver or family member available to provide personal assistance during the appointment

All duties require the ability to push, pull, grasp, lift, bend, and twist depending on client needs.