

Name:

LA Name:

Date:

TxHmL Enrollment Training Test

The LA designated staff must complete this test after reviewing the Persons Authorized to Enroll in the TxHmL Program from the Interest List and Through Refinance training document. The LA designated staff must score at least 92% in order to receive credit for having completed this training.

Instructions: Please indicate your answer by checking the appropriate box. You can do this by inserting an "X" with the "X" key on your computer or by using your mouse to click on the box.

I. Enrollment Timeframes

1. How many calendar days does an LA have to complete the TxHmL enrollment process after being notified of the program vacancy for an individual residing in his or her own family's home?
 90 calendar days
 75 calendar days
 180 calendar days
2. An individual's enrollment process is complete when the consumer status in CARE screen C61 is "recommended."
 True
 False

II. Notification of TxHmL Offer

3. Which CARE screens should an LA check to obtain the individual's contact information after the LA receives the notification from DADS to offer the TxHmL program vacancy to an individual? Mark all that apply.
 CARE screen 397
 CARE screen W26
 CARE screen C63
 All of the above
4. It is not necessary for the LA to make the offer of program vacancy for TxHmL in writing to the individual.
 True
 False
5. If the individual or LAR does not respond to the notice of the opportunity to enroll within 30 calendar days, then the LA may take steps to withdraw the offer.
 True
 False
6. The LA must notify the individual or LAR of the withdrawal of the TxHmL offer in writing, by certified United States mail.
 True
 False
7. What is the next step for the LA if the individual or LAR responds to the notification letter?
 Plan the PDP meeting
 Schedule a time to discuss TxHmL in more detail with the individual or LAR
 Document the response and wait for the individual or LAR to call you again

8. LA staff must check SASO prior to the initial meeting with the individual to determine if the individual is enrolled in a Medicaid waiver program.
- True
 - False

III. Initial Meeting

9. What method should the LA use to provide the explanation of the services and supports for which the individual may be eligible?
- Oral explanation
 - Written explanation
 - Oral and written explanation
10. Which form must be signed by the individual/LAR when declining a TxHmL offer?
- Documentation of Provider Choice
 - Verification of Freedom of Choice, Waiver Program (Form 8601)
 - Determination of Intellectual Disability (formerly referred to as Determination of Mental Retardation)
11. If an individual is receiving GR services from the LA and is offered TxHmL services, can they refuse TxHmL services and keep the GR services similar to services provided under the TxHmL program?
- Yes
 - No
12. How long does the individual or LAR have to document their choice of program provider using the Documentation of Provider Choice form after their receipt of the contact information for all program providers in the LA's local service area?
- 30 calendar days
 - 10 calendar days
 - 7 calendar days

IV. Enrollment Process

13. The LA must review records to determine if the individual has a diagnosis of an intellectual disability or verify that the individual has been diagnosed by a licensed physician as having a "related condition" and meets specific requirements for intelligence quotient (IQ).
- True
 - False
14. The LA must administer the Inventory for Client and Agency Planning Planning (ICAP).
- True
 - False
15. It is not necessary for an individual or LAR to be involved in the development of the PDP.
- True
 - False

16. Which services can an individual chose to participate in through the Consumer Directed Services (CDS) option? (mark all that apply)
- Community Supports
 - Respite
 - Community Supports and Respite
 - All TxHmL services
17. The selected program provider is responsible for developing the initial IPC.
- True
 - False

V. Additional Procedures

18. What should the LA do if an individual's enrollment is not complete within the enrollment time frames?
- Request in writing that DADS grant an extension to the time allowed for the enrollment
 - Do nothing as the enrollment timeframes do not matter
 - Call DADS staff and report more time will be needed to complete the enrollment
19. After the individual has applied for Medicaid, it is not necessary for the LA to monitor the status of the Medicaid application.
- True
 - False
20. An individual enrolled in the STAR+ PLUS waiver program must be dis-enrolled from the program prior to being enrolled into TxHmL.
- True
 - False
21. Which type of TxHmL offer can the LA include its TxHmL Program in the list of available providers regardless of whether the LA's TxHmL Program is operating at or above its capacity (as indicated in CARE screen C70)?
- Interest list offer
 - Refinance offer
 - Both an interest list offer and a refinance offer
22. There are no specific requirements when naming a document being posted to the LA Enrollment FTP site.
- True
 - False

Once completed, send to your contract manager: by email at: performance.contracts@dads.state.tx.us **OR**
by fax to: 512-438-5220.