



COMMISSIONER  
Jon Weizenbaum

February 27, 2014

To: Medicaid Hospice Providers

Subject: **Information Letter #14-11** - Alternate Placement Discussion with Individuals Receiving Continuous Home Care Services in Nursing Facilities

It has come to our attention that some hospice agencies do not conduct alternate placement discussions when an individual is a resident of a nursing facility. The purpose of this letter is to clarify an individual's place of residence as it applies to the alternate placement discussion.

When an individual resides in a nursing facility, the nursing facility is considered his or her place of residence. Not all nursing facilities are prepared or equipped to provide the specific care required during a period of crisis, especially if the crisis escalates. Therefore, an initial discussion with the family or responsible party regarding the possibility of temporary placement alternatives must take place prior to providing continuous home care services and it must be documented; this requirement includes individuals who reside in a nursing facility.

Title 40 Texas Administrative Code (TAC) §30.54 Special Coverage Requirements states:

“(a) Continuous home care. Continuous care is to be provided only during periods of crisis to maintain the recipient at the recipient's place of residence...”

(7) Prior to providing continuous home care, the provider must advise and discuss with the family or responsible party that temporary alternate placement may be necessary at the end of the five consecutive days. The provider must document the discussion with the family or responsible party in the recipient's records.

(8) If the provider believes that the crisis period will extend beyond the five consecutive days, the interdisciplinary team must discuss the temporary placement alternatives available to meet the needs of the recipient during the crisis period, such as a hospital or nursing facility. This discussion must be documented. If, after the discussion, the provider believes that an extension of continuous home care is necessary instead of alternated placement, the provider must submit a written request for an extension of continuous care to DADS (previously DHS.) Faxed submissions will not be considered.”

Information Letter No 14-11  
February 27, 2014  
Page 2

Additionally, the address to send continuous home care extension requests has changed. Requests must be sent to:

Texas Department of Aging and Disability Services  
Hospice Utilization Management and Review Unit  
P.O. Box 149030  
Mail Code W-335  
Austin Texas, 78714-9030

Overnight mail must be sent to:

Texas Department of Aging and Disability Services  
Hospice Utilization Management and Review Unit  
701 W. 51<sup>st</sup> Street  
Mail code W-335  
Austin, Texas 78751

If you have any questions or need additional information, please send an email to [hospice@dads.state.tx.us](mailto:hospice@dads.state.tx.us).

Sincerely,

*[signature on file]*

Lisa Akers-Owen  
Section Director, Access and Intake Division