



COMMISSIONER
Jon Weizenbaum

Memorandum

To: Community Services Regional Directors
Community Services Program Managers

.From: Jennifer Chancellor
Manager
Long Term Services and Supports Policy

Subject In-Home and Family Support (IHFS) Program Prescription Medications and
Over-the-Counter Lotions and Soaps

Issuance Date: August 15, 2016 LTSS 16-08-001

Effective Date: August 15, 2016

This memorandum is being issued to streamline case manager policy in the IHFS program. The following policy changes are effective upon receipt of this memorandum.

Prescription Medications

Current Policy: The IHFSP case manager is currently responsible for documenting in the case record that a medical practitioner has prescribed all allowable medications and sends a list of approved prescriptions that was included on the service plan when items have been authorized.

New Policy: Case managers are no longer required to verify and document in the case record that a medical practitioner has prescribed medications. After ensuring the prescription medications requested by the individual are allowable, the case manager is to total the estimated amount requested and indicate this amount on the service plan as a single line item labeled "Prescription Medications." Case managers are no longer required to send a document that lists the approved prescription medications along with the Form 2065-E, Notification of In-Home and Family Support Program Benefits, to the individual.

Over-the-Counter Lotions and Soaps

Current Policy: Over-the-counter lotions and soaps currently must be medicated and directly related to the person's disability in order to be allowable item.

New Policy: Over-the-counter lotions or soaps that provide therapeutic benefit that is directly related to the individual's disability will be an allowable item.

Example: Individual has diabetes, psoriasis, and sensitive skin. The individual has requested lotion for sensitive skin and soap for sensitive skin. The soap and lotion prevents her skin from dryness and cracking that is a symptom which is directly related to

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diabetes and will prevent infections possible from cracked skin, thus will meet the criteria for use of IHFS funding.

If you have questions about this memo, please contact DADS at ihfsp@dads.state.tx.us.