



Missouri Department of Health and Senior Services

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HCBS 12-22-02

December 19, 2022

MEMORANDUM FOR HOME AND COMMUNITY BASED SERVICES STAFF AND STAKEHOLDERS

FROM: Verena Cox, Bureau Chief 
Bureau of Long Term Services and Supports

SUBJECT: Index, Chapter 4 Introduction and Provider Reassessment Process Policy Updates

➤	Index	Updated to reflect 4.15 as the Assessment Process Policy. The Provider Reassessment Policy is now reflected as Chapter 4.25.
➤ 4.00	Home and Community Based Services Processes Introduction	Updated to reflect 4.15 as the Assessment Process Policy and 4.25 as the Provider Reassessment Policy.
➤ 4.25	Provider Reassessment Process	<p>Updates to Policy include:</p> <ul style="list-style-type: none"> • Provider Reassessment Process policy is now reflected as policy 4.25. • Goals – Revised language to ensure goals are reviewed, updated, and appropriate as well as the participant centered care plan being supportive of the goal. Additionally, language is included to reflect who may provide a goal and required documentation when a participant is unable to verbalize one. • Backup Plan – Revised to obtain details of a backup plan, identifying the individual(s) to assist, and the required documentation of support to be provided. • Forms - Revised to include language that the provider reassessor shall have two copies of each required form when completing reassessments and obtain signatures on both copies; keeping one copy and providing the additional copy to the participant.
➤ 4.25.1	Provider Reassessment Process	Updated to remove 4.25.1 from the HCBS policy manual.

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER: Services provided on a nondiscriminatory basis.

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This revised policy has been posted in the HCBS Policy Manual located on the DHSS Internet at the following link: <http://health.mo.gov/seniors/hcbs/hcbsmanual/index.php>.

Questions should be directed to the Bureau of Long Term Services and Supports (BLTSS) via email at LTSS@health.mo.gov.

Unless otherwise noted, the policy revisions are effective upon receipt.

VC/dt