



## Missouri Department of Health and Senior Services

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### MEMORANDUM FOR HOME AND COMMUNITY BASED SERVICES STAFF AND STAKEHOLDERS

FROM: Verena Cox, Bureau Chief   
Bureau of Federal Programs

SUBJECT: Structured Family Caregiving Waiver Update

This memorandum is to advise Home and Community-Based Services (HCBS) staff and stakeholders of the development and publishing of a [Structured Family Caregiving Waiver Provider Manual](#). The manual provides further clarification to existing waiver and statutory language and should be reviewed by participating providers to ensure compliance.

Providers are encouraged to review the information related to the electronic daily caregiver documentation. Per Section 2.6, documentation must support services rendered. This documentation, per [Statute](#), must be maintained electronically. The caregiver notes should record and track the participant's status, updates or significant changes in their health status or behaviors, participation in community-based activities, medication management records (if applicable), and other notable or reportable events. An electronic visit verification (EVV) system may be utilized if the EVV records include the required caregiver notes; however, use of EVV is not required.

Questions regarding this memorandum should be directed to the Bureau of Federal Programs (BFP) via e-mail at [Waivers.LTSS@health.mo.gov](mailto:Waivers.LTSS@health.mo.gov).

VC/am

### PROMOTING HEALTH AND SAFETY

The Missouri Department of Health and Senior Services' vision is optimal health and safety for all Missourians, in all communities, for life.