



General Health Evaluation (GHE) Authorization Quick Guide

GHEs should be completed for all HCBS participants receiving agency model personal care or advanced personal care tasks. Participants that do not require GHE authorizations include those authorized for:

- Personal Care Services (Agency Model) in a Residential Care Facility (RCF) or Assisted Living Facility (ALF);
- Aged and Disabled Waiver services **only**;
- Personal Care Assistance (Consumer-Directed Model) **only**;
- Independent Living Waiver **only**; and
- Adult Day Care Waiver **only**

GHEs are authorized for the 4th and 10th months of the authorization period. These months are selected by counting from the **month the assessment was completed**. This chart below provides a quick reference for calculating the 4th and 10th month and can also be found in HCBS Policy 3.15.

Month of Assessment	4th Month	10th Month
January	April	October
February	May	November
March	June	December
April	July	January
May	August	February
June	September	March
July	October	April
August	November	May
September	December	June
October	January	July
November	February	August
December	March	September

How to Authorize Participants without monthly nurse visits:

- When a participant is authorized for agency model personal care add GHEs by clicking "Add Service" and select General Health Evaluations, provider for the Basic PC and then click "Add To Care Plan".

Add Service Type

Add To Care Plan

×

Service Type

General Health Evaluation

Provider

--Select Provider--

- Both GHEs will automatically be added to the care plan for the 4th and 10th month of the authorization period.

GHE

GHE

PC - Agency

Provider

--Select Provider--

Start

06/01/2025

End

06/30/2025

Add Task

Remove Service

×

General Health Evaluation

No Description Provided

Units Per Month

1

How to Authorize Participants with monthly nurse visits:

- Add the nurse visit with the RN task.
- Enter the first month's GHE in the "GHE 1" box. The "GHE 2" will automatically populate.

RN

PC - Agency

Provider [View](#)

Jamie Cockrum-Soles Provider

Start

09/26/2024

End

08/31/2025

GHE1

December

GHE2

June

Add Task

Remove Service