Division of Senior and Disabilities Services
Service Level Computation for
Community First Choice Personal Care Services and Personal Care Services

For use with the Alaska Home Care Assessment Tool
Activities of Daily Living (ADLs) 7 AAC 125.030(b)

Allow time for ADLs if the recipient scores as follows:

Computation table for allowable minutes for ADLs						
ADL	Maximum Daily Frequencies	Limited Assistance (3)	Extensive Assistance (4)	Maximal Assistance (5)	Total Dependence (6)	Activity Did Not Occur (8)
		Minutes	**Minutes**	**Minutes**	**Minutes**	**Minutes**
Bed mobility	• *Allow every two hours as needed, up to 12 x daily, reduced by frequencies for the ADLs of transferring, toileting, dressing, and bathing.*					
positioning	12	2.5	3.75	4.25	5	5
Transfer						
non-mechanical	6	2.5	3.75	4.25	5	5
mechanical	6	7.5	11.25	15	15	15
Locomotion						
single level	6	5	7.5	5	5	5
multi-level	2	5	7.5	5	5	5
access vehicle for medical appt.	2	5	7.5	5	5	5
Dressing						
clothing/prosthesis	2	7.5	11.25	13	15	15
Eating	• *For supervised eating, allow only if assessment indicates an eating score of 2 and the assessment shows chewing or swallowing problems that are confirmed by an annual swallow study. Supervised eating is limited to a maximum of three times per day at 15 minutes per occurrence.* • *If time for oral eating/drinking is authorized, do not authorize time for supervised eating.*					
oral intake	3	7.5	11.25	13	15	15
Tube feeding	• *Consumer directed only*					
manual or mechanical	6	20	20	20	20	20
Toileting						
	8	6	9	10.5	12	12
Personal hygiene						
	1	10	15	17	20	20
Bathing						
Bath/shower/sponge	1	15	22.5	26	30	30

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Division of Senior and Disabilities Services
Service Level Computation for
Community First Choice Personal Care Services and Personal Care Services

For use with the Alaska Home Care Assessment Tool
Instrumental Activities of Daily Living (IADLs) 7 AAC 125.030(d)

Allow time for IADLs if the recipient scores as follows:

Computation table for allowable minutes for IADLs				
IADL	Limited Assistance (3)	Extensive Assistance (4)	Maximal Assistance (5)	Total Dependence (6)
	Minutes	**Minutes**	**Minutes**	**Minutes**
Meal Preparation	• *If time for tube feeding is authorized for the recipient, do not authorize time for the IADLs of meal preparation.* • *If a recipient receives home-delivered meals or eats in a congregate setting once a day, reduce time allowed by one meal for that day; if twice a day, reduce time allowed for two meals.*			
up to 3 meals per day	10 per meal	15 per meal	17.5 per meal	20 per meal
Housework				
	45 per week	67.5 per week	78.75 per week	90 per week
Shopping				
	30 per week	45 per week	52.5 per week	60 per week
Laundering	• *If a recipient scores 3 or 4 for bladder or bowel continence, allow time for 2 loads per week.* • *If a washer/dryer is available in the recipient's residence, allow only "in home" time* • *Allow "out of home" time only if a washer/dryer is not located in the recipient's residence.*			
in home	15 per week	22.5 per week	26.25 per week	30 per week
out of home	30 per week	45 per week	52.5 per week	60 per week

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Division of Senior and Disabilities Services
Service Level Computation for
Community First Choice Personal Care Services and Personal Care Services

For use with the Alaska Home Care Assessment Tool
Other covered activities 7 AAC 125.030(f) and 7 AAC 127.040

Allow time for other covered activities if the recipient scores as follows:

Computation table for allowable minutes for other covered activities				
Activity	Limited Assistance (3)	Extensive Assistance (4)	Maximal Assistance (5)	Total Dependence (6)
	Minutes	**Minutes**	**Minutes**	**Minutes**
Minor maintenance of respiratory equipment	• *Allow time for minor maintenance of respiratory equipment if the recipient scores a 3,4,5, or 6 in the IADL of housework.*			
maintenance	7.5 minutes weekly	9 minutes weekly	10 minutes weekly	11.25 minutes weekly
Medications	• *Allow only if indicated in the assessment "Capacity to Manage Medications" section with a score of 3, 4, 5, or 6 and the assessment "medications" section indicates the recipient has medications requiring assistance. Allow 1 minute per frequency for medication reminder if the recipient scores a 2. Time can be authorized for either assistance or reminders, but not both.* • *Allow minutes on table for assistance multiplied by the times per day and days per week indicated in that section of the assessment.* • *Medication assistance is limited to consumer directed PCS and CFC-PCS only.*			
assistance	2	3	4	5
Dressing changes and wound care	• *Allow only if indicated in the assessment" Skin Conditions" section, and the recipient has a self-performance score of 3, 4, 5, 6, or 8 for the ADL of personal hygiene. For the purposes of this activity, a score of 8 receives the same time as a score of 6.* • *Allow time for prescription medication/aseptic change only if prescription medication and/or aseptic techniques required.* • *Prescription medication/aseptic change is limited to consumer directed PCS and CFC-PCS only.*			
other assistance	2.5	3.75	4.25	5
prescription medication/ aseptic change	7.5	11.25	13	15
Assistance at Medical Appointment	• *Allow only if recipient has a self-performance score of 3, 4, 5, 6, or 8 for the ADL of locomotion to access vehicle for medical appointments.*			
	45 minutes per appointment x number of appointments divided by 52 weeks			
Passive range of motion (PROM)	• *Allow only if recipient has a written plan, developed in accordance with 7 AAC 125.030(f)(5), for PCA to follow.*			
PROM	Maximum of 15 minutes per day for each affected extremity indicated in PROM plan.			

Division of Senior and Disabilities Services
Service Level Computation for
Community First Choice Personal Care Services and Personal Care Services

For use with the Alaska Home Care Assessment Tool

SUPERVISION AND CUEING: For CFC-PCS only, allow time for supervision and cueing if the recipient scores as follows:

Supervision and Cueing
To receive time for supervision and cueing, the recipient needs to have a score of 2, 3, or 4 on the "Cognitive Skills for Daily Decision Making" section of the assessment and have a frequency score of 1, 2, or 3 on any one of the seven behavior symptoms in the "Mood and Behavior" section of the assessment. *Allow three hours per week when the recipient has a score of 2 on at least two ADLs under 7 AAC 125.030(b) or IADLs under 7 AAC 125.030(d).* *Allow six hours per week when the recipient has a score of 2 on at least four ADLs under 7 AAC 125.030(b) or IADLs under 7 AAC 125.030(d).*

Key
ADL: Activities of Daily Living *CFC-PCS: Community First Choice Personal Care Services under 7 AAC 127* *IADL: Instrumental Activities of Daily Living* *PCS: Personal Care Services under 7 AAC 125*

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Division of Senior and Disabilities Services
Service Level Computation for
Community First Choice Personal Care Services and Personal Care Services

For use with the Consumer Assessment Tool (CAT)
Activities of Daily Living (ADLs) 7 AAC 125.030(b) and 7 AAC 127.040

Allow time for ADLs if the recipient scores as follows:

Self-performance score CAT section	Support score
Section E	2 or 3 *(No score required for locomotion in multi-level house or to access appointments)*
	1 *(For supervised eating only)*

Computation table for allowable minutes for ADLs				
ADL	Maximum Daily Frequencies	Limited Assistance (2)	Extensive Assistance (3)	Total Dependence (4)
		Minutes	**Minutes**	**Minutes**
Bed mobility	• *Allow every two hours as needed, up to 12x daily, reduced by frequencies for the ADLs of transferring, toileting, dressing, and bathing.*			
positioning	12	2.5	3.75	5
Transferring				
non-mechanical	6	2.5	3.75	5
mechanical	6	7.5	11.25	15
Locomotion				
single level	6	5	7.5	5
multi-level	2	5	7.5	5
access vehicle for med appt.	2	5	7.5	5
Dressing				
clothing/prosthesis	2	7.5	11.25	15
Eating	• *For supervised eating, allow only if CAT Section E indicates a support score of 1 and CAT Section K 3 is checked for chewing or swallowing problem that is confirmed by a swallow study. Supervised eating is limited to a maximum of three times per day at 15 minutes per occurrence.* • *If time for oral eating/drinking is authorized, do not authorize time for supervised eating.*			
oral intake	3	7.5	11.25	15
Tube feeding	• *Consumer directed only*			
manual or mechanical	6	20	20	20
Toileting				
toilet use	8	6	9	12
Personal hygiene				
	1	10	15	20
Bathing				
bath/shower/sponge	1	15	22.5	30

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Division of Senior and Disabilities Services
Service Level Computation for
Community First Choice Personal Care Services and Personal Care Services

For use with the Consumer Assessment Tool (CAT)
Instrumental Activities of Daily Living (IADLs) 7 AAC 125.030(d) and 7 AAC 127.040

Allow time for IADLs if the recipient scores as follows:

Self-performance score CAT section	Support score
Section R	3 or 4

Computation table for allowable minutes for IADLs			
IADL	Independent w/difficulty (1)	Assistance/help (2)	Dependent (3)
	Minutes	**Minutes**	**Minutes**
Meal Preparation	• *If time for tube feedings is authorized for the recipient, do not authorize time for the IADL of meal preparation.* • *If a recipient receives home-delivered meals or eats in a congregate setting once a day, reduce time allowed by one meal for that day; if twice a day, reduce time allowed for two meals.*		
up to 3 meals per day	10 per meal	15 per meal	20 per meal
Housework			
	45 per week	67.5 per week	90 per week
Shopping			
shopping	30 per week	45 per week	60 per week
Laundry	• *If a recipient scores 3 or 4 for bladder or bowel continence, allow time for 2 loads per week.* • *If a washer/dryer is available in the recipient's residence, allow only "in home" time* • *Allow "out of home" time only if a washer/dryer is not located in the recipient's residence.*		
in home	15 per week	22.5 per week	30 per week
out of home	30 per week	45 per week	60 per week

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Division of Senior and Disabilities Services
Service Level Computation for
Community First Choice Personal Care Services and Personal Care Services

For use with the Consumer Assessment Tool (CAT)
Other covered activities 7 AAC 125.030(f) and 7 AAC 127.040

Allow time for other covered activities, except medication reminders and minor maintenance of respiratory equipment (see separate table below for minor maintenance) if the recipient scores as follows:

Self-performance score CAT section	Support score
"Personal" section	2 or 3

Computation table for allowable minutes for other covered activities			
Activity	Limited Assistance (2)	Extensive Assistance (3)	Total Dependence (4)
	Minutes	**Minutes**	**Minutes**
Medications	• *If a need for help is indicated in the CAT "Medication" section, allow minutes on table for assistance multiplied by the times per day and days per week indicated in that section.* • *Allow reminder if CAT section C Cognition, question 1, indicates memory problems (score of 1). Allow 1 minute per frequency if recipient needs only a reminder to take medication. Time for can be authorized for either assistance or reminders, but not both.* • *Medication assistance is limited to consumer directed PCS and CFC-PCS only.*		
assistance	2	3	4
Dressing changes and wound care	• *Allow time only if prescription medication and/or aseptic techniques required.* • *Prescription medication/aseptic change is limited to consumer directed PCS and CFC-PCS only.*		
assistance	2.5	3.75	5
prescription medication/aseptic change	7.5	11.25	15
Escort	• *Allow only if indicated in "Medical Providers" section and recipient has a self-performance score of 2, 3, or 4 for the ADL of locomotion to access medical appointments.*		
escort time	45 minutes per appointment x number of appointments divided by 52 weeks		
Passive range of motion (PROM)	• *Allow only if recipient has a written plan, developed in accordance with 7 AAC 125.030(f)(5) for PCA to follow.*		
PROM	Maximum of 15 minutes per day for each affected extremity indicated in PROM plan.		

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For use with the Consumer Assessment Tool (CAT)

Allow time for minor maintenance of respiratory equipment if the recipient scores as follows:

Self-performance score CAT section	Support score
Section R: routine housework	3 or 4

Minor maintenance of respiratory equipment			
Activity	Independent w/difficulty (1)	Assistance/help (2)	Dependent (3)
maintenance	7.5 minutes weekly	9 minutes weekly	11.25 minutes weekly

FOR CFC-PCS ONLY: Allow time for supervision and cueing if the recipient scores as follows:

Supervision and Cueing

To receive time for supervision and cueing, the recipient needs to have a cognition score of at least 5 on section C4B of the CAT assessment and have a frequency score of 1, 2 or 3 and a score of 1 on alterability of any one of the five behaviors in section D: Problem Behavior of the CAT assessment.

Allow three hours per week when recipient has a self-performance score and support score of 1 or 5 OR self-performance score and support scores of 1 or 2 on at least two of the following ADLs or IADLs: bed mobility, transferring, locomotion, dressing, eating, toileting, bathing, personal hygiene, housework, meal preparation, laundry, or shopping.

Allow six hours per week when recipient has a self-performance score and supervision score of 1 or 5 OR self-performance score and supervision scores of 1 or 2 on at least four of the following ADLs or IADLs: bed mobility, transferring, locomotion, dressing, eating, toileting, bathing, personal hygiene, housework, meal preparation, laundry, or shopping.

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