

Division of Aging Services

Taxonomy of Service Definitions

Amended April, 2002

DHR/DAS Mission: HEALTH**I. Services Which Address Functional Limitations**

Service Name	Unit of Service	Individual or Group Service	Definition
Alternative Living Services	1 Day	Individual	Provision of 24-hour supervision and health-related support services in state-licensed facilities, either group or family models, to Medicaid eligible persons who are CCSP clients and who can no longer remain independent in their own homes.
Chore Chore - Voucher	1 Hour	Individual	Providing assistance to persons having difficulty with one or more of the following IADLs: heavy housework, yard work, or sidewalk maintenance.
Homemaker Homemaker - Voucher	1 Hour	Individual	Provision of assistance to individuals with the inability to perform one or more of the following Activities of Daily Living (ADLs): preparing meals, shopping for personal items, managing money, telephoning, light housework.
Home Modification/ Home Repair Home Modification/ Home Repair - Voucher	1 Job Completed	Individual	Provision of housing improvement services designed to promote the safety and well-being of adults in their residences, to improve internal and external accessibility, to reduce the risk of injury, and to facilitate in general the ability of older individuals to remain at home. May also include the purchase and installation of assistive devices and security devices, such as locks, smoke detectors, tub rails, improved lighting, etc.
Expanded Personal Personal Care Personal Support CCSP Personal Care - Voucher Support - CCSP	1 Hour	Individual	Providing personal assistance, stand-by assistance, supervision or cues for persons with the inability to perform one or more of the following ADLs: eating dressing, bathing, and toileting, transferring in/out of bed/chair or walking.
Respite Care In-home Out-of-Home Respite Care In-Home – Voucher Out-of-Home - Voucher	1 Hour	Individual	Provision of temporary substitute supports or living arrangements for older persons in order to provide a brief period of rest or relief for family members or other caregivers.

DHR/DAS Mission: HEALTH

II. Services Which Maintain Health

Service Name	Unit of Service	Individual or Group Service	Definition
Adult Day Care/Adult Day Health Adult Day Care – Mobile Adult Day Health - Voucher Adult Day Care - Voucher Adult Day Health - CCSP	1 Hour (ADH Level I - 3 Hours Minimum ADH Level II - 5 Hours Minimum)	Individual	Provision of personal care for dependent adults in a supervised, protective; congregate setting during some portion of a twenty-four hour day. Services offered in conjunction with Adult Day Care and Adult Day Health typically include social and recreational activities, training, counseling, meals for adult day care, and services such as rehabilitation, medications assistance, and personal care services for Adult Day Health. Mobile daycare services are provided by staff who travels from a central location on a daily basis, to various sites, primarily in rural areas.
Counseling	1 Hour 1 Session	Individual Group	Providing guidance and assistance with problem resolution by professionally qualified paid or volunteer staff to older persons or caregivers, including grandparents raising grandchildren. Counseling may be provided individually or group settings, such as support groups or open forums to encourage sharing and questions. Primary reasons for counseling include, but are not limited to, depression, grief, family problems, and lifestyle changes.
Emergency Response Installation Emergency Response Monitoring Emergency Response Install – Voucher Emergency Response Monitoring - Voucher	1 Installation 1 Month Service	Individual	Installation of an in-home electronic support system which provides two-way communication to geographically and socially isolated individuals, enabling them to remain in their own homes. The electronic system provides 24-hour-a-day access to a medical control center on a daily basis.
Exercise/Physical Fitness	1 Contact <i>1 Session</i>	Individual <i>Group</i>	Provision of activities which promote health, wellness, mobility, such as low impact aerobics classes, walking clubs, resistance training, and specialized exercises/workouts for persons with disabilities or mobility limitations in a group setting by a group leader but individual client data maintained. May also support the purchase of materials, equipment and supplies related to program activities.
Health Related/Health Screening Health Related/ Health Screening - Voucher	1 Contact <i>1 Session</i>	Individual <i>Group</i>	Administering standard examinations, procedures, or tests for the purpose of gathering information about a client to determine need for healthcare services. Information collected may include health status, financial status, status of ADLs/IADLs, nursing home pre-admission screening, as well as routine health screening (blood pressure, hearing, vision, and diabetes). Also supports the purchase of health/medically-related supplies and equipment.
Health Promotion/Wellness	1 Contact <i>1 Session</i>	Individual <i>Group</i>	Provision of information programs promoting wellness, healthy lifestyles, and disease prevention in a group setting but individual client data maintained. May include activities/topics related to healthy food preparation, lifestyle changes that promote good health, topical information such as osteoporosis prevention, smoking cessation, breast health, prostate health, etc. May also support the purchase of materials, equipment, and supplies related to program activities.

DHR/DAS Mission: HEALTH**II. Services Which Maintain Health (continued)**

Service Name	Unit of Service	Individual or Group Service	Definition
Home Health Home Health - Voucher	1 Hour	Individual	Provision of basic medical services under medical supervision to individuals who can be cared for at home. Includes care provided by a licensed health professional subsequent to assessment and diagnosis of a physical, oral, mental problem or condition, and monitoring of treatment plans. Includes nursing care and rehabilitative care, such as physical, speech, /hearing, and occupational therapies.
Medications Management	1 Contact 1 Session	Individual Group	Provision of screening and education to prevent incorrect medication and adverse drug reactions.
NUTRITION: Congregate Meals	1 Meal	Individual	Provision to an eligible client or other eligible participant at a nutrition site, senior center or some other congregate setting, a meal which complies with Dietary Guidelines for Americans, provides at least 33.3 % of the RDA for one meal, 66.6 % of the RDA for two meals, or 100 % of the RDA for three meals.
NUTRITION Home Delivered Meals Home Delivered Meals - Voucher	1 Meal	Individual	Provision to an eligible client or other eligible participant at the client's place of residence, a meal which complies with Dietary Guidelines for Americans, provides at least 33.3 % of the RDA for one meal, 66.6 % of the RDA for two meals, or 100 % of the RDA for three meals.
NUTRITION: Counseling	1 Hour	Individual	Provision of individualized advice and guidance to persons who are at nutritional risk, because of health or nutritional history, dietary intake, medications use, or chronic illness, about options and methods for improving their nutritional status, provided by a health professional according to state laws and policy.
NUTRITION: Education	1 Hour 1 Session	Individual Group	A program to promote better health by providing accurate and culturally sensitive nutrition, physical fitness, or health (as it relates to nutrition) information and instruction to participants or participants and caregivers in a group or individual setting, overseen by a dietitian (R.D).
NUTRITION: Screening	1 Hour	Individual	Administration and interpretation of the Level I Nutrition Screen by a Registered Dietician, other health care professionals, or trained social services staff for the purpose of developing individualized plans of advice and guidance to persons identified as being at moderate to high nutrition risk through the NSI DETERMINE Checklist.
Skilled Nursing - CCSP	1 Visit	Individual	Provision of skilled nursing services by a Registered Nurse to Medicaid-eligible individuals who are Community Care Services Program (CCSP) clients.

DHR/DAS Mission: SELF-SUFFICIENCY**III. Services Which Protect Elder Rights**

Service Name	Unit of Service	Individual or Group Service	Definition
Consumer Protection/ Crime Prevention Services	1 Session	Group	Provision of information to inform and educate individuals about their rights as consumers of goods and services; how to exercise rights authorized by specific consumer protection laws; provision of referrals to organizations/agencies whose primary function is advocacy and/or direct legal representation; coordination with community coalitions, task forces, commissions, councils, et. al. on activities aimed at protecting the rights of consumers.
Health Insurance/Benefits Counseling (HICARE)	1 Contact	Individual	Provision of information to individuals or groups regarding their eligibility for benefits. Providing assistance with pursuing claims or benefits and advocacy on behalf of the beneficiary.
Elderly Legal Assistance Program	1 Hour	Individual	Provision of legal advice, counseling and representation by an attorney or other person acting under the supervision of an attorney
Long Term Care Ombudsman Program	1 Hour	Individual	Provision of services that protect and improve the quality of care and quality of life for residents of long-term care facilities through advocacy for and on behalf of residents and through the promotion of community involvement in long-term care facilities.
Elder Abuse Prevention Program	1 Contact 1 Session	Individual Group	Providing public education and outreach to identify and prevent elder abuse, neglect, and exploitation; receiving and referring complaints regarding elder abuse, neglect and exploitation to the appropriate DFACS Adult Protective Services units; providing community education regarding the identification, prevention and intervention available.

DHR/DAS Mission: INDEPENDENCE**IV. Services Which Promote Socialization/Participation**

Service Name	Unit of Service	Individual or Group Service	Definition
Friendly Visiting	1 Visit	Individual	Reducing social isolation by visiting a person in his/her home in order to comfort or help the person. Can include letter writing and reading, which is to assist by reading, writing, interpreting and or translating business and personal correspondence.
Interpreting/Translating	1 Hour	Group	To explain the meaning of oral and/or written communications to non-English speaking and/or persons with disabilities who are unable to perform the functions due to linguistic, visual, hearing or cognitive impairments or limitations.
Recreation	1 Session	Group	Promoting socialization of older persons by arranging for and encouraging their participation, either directly or as spectators, in such activities as sports, the performing arts, games, and crafts, etc., which are facilitated by an instructor or provider.
Telephone Reassurance	1 Call	Individual	Interaction with individuals by telephone to reduce social isolation, provides support, and ensures health and safety.
Volunteer Development/ Opportunities/Service	1 Volunteer Recruited/Placed 1 Volunteer Setting Arranged 1 Volunteer Service Hour	Group Group Individual	Activities related to the recruitment, training and placement of volunteers; an activity related to the identification of placements for volunteers; the provision of volunteer service hours by a volunteer.

DHR/DAS Mission: INDEPENDENCE

V. Services Which Assure Access and Coordination

Service Name	Unit of Service	Individual or Group Service	Definition
Assisted Transportation	1 One-Way Trip	Individual	Provision of assistance, including escort to a person who has difficulties, physical or cognitive, using regular vehicular transportation.
Case Management/Care Coordination Case Management/Care Coordination - Voucher	1 Hour	Individual	Assistance either in the form of access to or care coordination in circumstances where the older person and/or their caregivers are experiencing diminished functioning capacities, personal conditions or other characteristics which require the provision of services by formal service providers. <i>Rev.11/2000: Client Assessment is a component of Case Management/Care Coordination. AAAs that conducts client assessments may track and report these <u>activities</u> as "Case Management." It is understood, however, that only freestanding non-profit AAAs may provide the comprehensive case management <u>service</u>, which involves establishing ongoing relationships with service recipients. Refer to DAS PI 146 and DAS PI 147 for a full explanation of Client Assessment activities and Case Management/Care Coordination services.</i>
Community/Public Education	1 Session	Group	Contacts with several current or potential clients/caregivers, or the general public, to inform them of service availability or provide general program information
Home Sharing /Roommate Matching	1 Hour	Individual	Provision of services that facilitate the matching of older persons with suitable, appropriate individuals, who will live together in a residential setting, each person having private space and sharing common areas such as kitchen, living and dining rooms.
Information and Assistance	1 Contact	Individual <i>Group*</i>	A service for older individuals that: (a) Provides them with current information on opportunities and services available within their communities, including information relating to assistive technology; (b) assesses the problems and capacities of individuals (c) links individuals to opportunities and services that are available; (d) to the maximum extent practicable ensures that the individuals receive the services needed, and are aware of the opportunities available, by establishing adequate follow-up procedures. <i>*Rev. 11/2000: The Administration on Aging defines Information and Assistance as an Individual service, but does not require individual client registration for Federal reporting purposes. Therefore, for the purpose of entering data and tracking service activity in the Division of Aging Services Aging Information Management System, AAAs have the option of treating the I&A service as a Group service. Activities involving contacts with several elderly persons or potential clients at a time continue to be reported as Community/Public Education.</i>

DHR/DAS Mission: INDEPENDENCE**V. Services Which Assure Access and Coordination**

Outreach	1 Contact	Individual	Interventions initiated by an agency/organization for the purpose of identifying potential clients or their caregivers and encouraging their use of existing services and benefits. Note: refers to one-on-one contacts between a service provider/area agency and an elderly client or caregiver.
Placement Services	1 Hour	Individual	Assisting a person in obtaining a suitable place or situation, such as employment, housing or institutional care.
Transportation Transportation - Voucher <i>DHR Coordinated Transportation</i>	1 One-Way Trip	Individual <i>Group*</i>	Provision of a means of going from one location to another. Does not include any other activity. <i>* For the purpose of entering data and tracking service activity in the Division of Aging Services Aging Information Management System, AAAs have the option of treating the DHR Coordinated Transportation service as a Group service</i>

DHR/DAS Mission: SELF SUFFICIENCY**VI. Services Which Support Other Goals/Outcomes**

Service Name	Unit of Service	Individual or Group Service	Definition
Senior Community Service Employment Program (SCSEP)	1 Enrollment 1 Placement	Individual Individual	Provision of services to assist older persons with subsidized employment opportunities and to obtain unsubsidized employment. May include assessment of skills and abilities, upgrading of job-seeking skills, employability training, development of individual development plans, job placement into unsubsidized employment and follow-up activities.
Material Aid Material Aid - Voucher	1 Contact <i>1 Session</i>	Individual Group	Payments to or on behalf of an older person for housing/shelter, utilities, food/meals or groceries, clothing, eyeglasses, dental care, etc.
Home Management	1 Hour	Individual	Providing training to functionally impaired adults in self-help and self-care skills, training in daily living skills.