

2. Written orders by a licensed physician or dentist for all medications;
 3. Documentation of the effects of psychotropic medications and any changes in medication; and,
 4. The use of medication reminder boxes pursuant to Section 25-1.5-303(1) C.R.S.
- G. The support coordinating agency shall provide for the regular monitoring of the health, safety and welfare of persons and the services and supports provided.
- H. The support coordinating agency shall conduct an evaluation of consumer satisfaction no less than every three (3) years. The evaluation shall, at a minimum, include satisfaction with choice of services and providers.
- I. The support coordinating agency shall maintain a record for each person receiving services which includes the information required by these rules and as prescribed by the Department.

Staff, providers and other support personnel shall have ready access to records and information required by them to carry out their responsibilities.

8.609.3 CHILDREN'S EXTENSIVE SUPPORT PROGRAM

- A. The child participating in the Children's Extensive Support Program shall live at home with his/her biological, adoptive parent(s) or guardian, or be in an out of home placement and being returned home with the provision of the program.
- B. There shall be a record that the child's physician has certified that the medical services and supports identified in the Individualized Plan are sufficient to meet the child's needs in the home setting.

8.609.4 COMPREHENSIVE HABILITATION SERVICES AND SUPPORTS

Medicaid funded Comprehensive Habilitation Services and Supports are provided through the Home and Community Based Services program which is described in the Colorado Department of Health Care Policy and Financing rules and regulations, Medical Assistance staff manual, section 8.500 (10 C.C.R. 2505-10) and the Department's program descriptions. State funded Comprehensive Habilitation Services and Supports are provided pursuant to the Department's program description. Comprehensive Habilitation Services and Supports specifically for individuals with developmental disabilities include:

- A. Residential Habilitation Services and Supports
1. Individual Residential Services and Supports
 2. Group Residential Services and Supports
- B. Day Habilitation Services and Supports
1. Integrated employment services
 2. Integrated activities services
 3. Prevocational services
 4. Other activities services

C. Transportation Acquisition Services

8.609.5 RESIDENTIAL HABILITATION SERVICES AND SUPPORTS DESCRIPTION AND GENERAL PROVISIONS

Residential Habilitation Services and Supports provide a full day (24 hours) of services and supports to ensure the health, safety and welfare of the individual, and to provide training and habilitation services or a combination of training (i.e., instruction, skill acquisition) and supports in the areas of personal, physical, mental and social development and to promote interdependence, self-sufficiency and community inclusion. Services and supports are designed to meet the unique needs of each person determined by the assessed needs, personal goals, and other input provided by the Interdisciplinary Team, defined at Section 8.519.1, and to provide access to and participation in typical activities and functions of community life.

A. Program Approved Service Agency Policies, Procedures and Service Provisions

1. Each Program Approved Service Agency (PASA) providing residential services must establish and implement written policies and procedures concerning the use, handling and timely disbursement of personal needs funds and include a record of personal possessions, including clothing, of the participant.
2. PASAs must conduct an evaluation of consumer satisfaction with services and supports no less than every two years. The PASA must review and analyze this data and address any complaints or problematic practices requiring corrective action. PASAs must make the results of the survey available to interested stakeholders upon request.
3. The PASA must maintain a record for each participant which includes the information required by these rules and as prescribed by the Department.
4. Participants receiving Residential Habilitation Services and Supports must have 24-hour supervision. Supervision may be on-site (direct service provider or caregiver is present) or accessible (direct service provider or caregiver is not on site but available to respond when needed). Staffing arrangements must be adequate to meet the health, safety and welfare of participants and the needs of the individual as determined by the Service Plan. The PASA is responsible for verifying that any direct care provider they employ or contract with has the capacity to serve the individuals in their care, as outlined in the Support Plan.
5. Physical facilities utilized as residential settings must meet all applicable fire, building, licensing and health regulations.
6. Services and supports must be provided pursuant to the person's Service Plan, in accordance with Department guidelines and service descriptions, and the HCBS Settings Final Rule at 79 Fed. Reg. 2948 (Jan. 16, 2014) (codified in relevant part at 42 C.F.R. § 441.301).
7. The PASA is responsible for providing services, supplies and equipment as prescribed by the Department.
8. Caregivers, providers and other support personnel must have ready access to records and all necessary, detailed protocols about the participant required to carry out their responsibilities.