



**CABINET FOR HEALTH AND FAMILY SERVICES  
DEPARTMENT FOR MEDICAID SERVICES**

**Andy Beshear**  
Governor

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Frankfort, KY 40621  
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**Eric C. Friedlander**  
Acting Secretary

**Pam Smith**  
Division Director

**Lisa D. Lee**  
Commissioner

To: All 1915(c) Home and Community Based Services Waiver Providers

From: Pam Smith  
Director, Division of Community Alternatives

Date: March 20, 2020

Re: COVID-19: Adult Day Health Care Center and Adult Day Training Closures

On Tuesday, March 17, 2020, Governor Andy Beshear announced he is requiring all licensed adult day care centers to temporarily close. **This emergency closure includes all adult day health care (ADHC) centers and adult day training (ADT) sites.** These facilities should be closed by the end of the day today, March 20, 2020. Information on the Governor's order is available at <https://kentucky.gov/Pages/Activity-stream.aspx?n=GovernorBeshear&prId=95>.

The Department for Medicaid Services (DMS) has received many questions from 1915(c) Home and Community Based Services (HCBS) ADHC and ADT providers regarding this closure. Here is some guidance for providers on this temporary closure due to the COVID-19 state of emergency.

- ADHCs and ADTs **do not** need to complete a critical incident report due to the temporary closures. Only complete a critical incident report if a waiver participant you serve or an employee who has direct contact with waiver participants tests positive for COVID-19. See the Reporting COVID-19 cases for 1915(c) HCBS Waiver Providers letter available at <https://chfs.ky.gov/agencies/dms/ProviderLetters/1915cwaivercovid19reporting.pdf> for more information.
- ADHC and ADT employees can provide in-home services to waiver participants; including nursing services and meal delivery, during this state of emergency.
  - If an ADT provides an in-home service, it should be delivered one-on-one. ADT services provided to multiple participants at the same time must be delivered remotely.
  - If an ADHC or ADT provides one-on-one, in-home services, the person-centered service plan should be modified to reflect the appropriate waiver service such as Personal Care, Homemaking, Attendant Care, etc. and you should bill those services.

- If providing services that are not one-on-one, continue to bill ADHC or ADT services.
- When providing in-home services, please follow Centers for Disease Control (CDC) guidelines and your agency's infection control policies.
- If ADHCs or ADTs need assistance in getting meals to participants, the Department for Aging and Independent Living has partnered with Serve Kentucky to deliver meals to seniors. If you need help delivering meals to your participants, please contact the 1915(c) Waiver Help Desk at [1915cWaiverHelpDesk@ky.gov](mailto:1915cWaiverHelpDesk@ky.gov).
- Residential (Acquired Brain Injury, Acquired Brain Injury Long Term Care, and Supports for Community Living only) or Respite services can be provided in ADHCs or ADTs for the number of individuals allowed per CDC guidance if space is sufficient to allow social distancing and the center has the needed facilities (kitchen, bathrooms, sleeping arrangements and treatment rooms, including safe storage of medication).
- ADHC and ADT can be provided remotely using telephonic, video-conferencing, or web-based conferencing platforms that enable direct communication with the participant. For example, this would include cueing for ADL or IADL tasks, monitoring of medications, and welfare checks. DMS has created a form for use when conducting welfare checks.
- Waiver participants who only receive ADHC and ADT services and whose needs are being adequately met by natural supports should not be discharged from the waiver if the temporary closure lasts more than sixty (60) days.

If you have questions or need more information about COVID-19, please visit the Department for Public Health's COVID-19 site at [kycovid19.ky.gov](http://kycovid19.ky.gov).

All COVID-19 guidance issued to Medicaid providers is available on the DMS Division of Community Alternatives website at <https://chfs.ky.gov/agencies/dms/dca/Pages/default.aspx>. If you have questions or concerns, please email the [1915cWaiverHelpDesk@ky.gov](mailto:1915cWaiverHelpDesk@ky.gov).

DMS acknowledges the COVID-19 state of emergency is a rapidly changing situation. We are working diligently to keep our waiver providers up to date and issuing needed guidance as quickly as possible. Thank you for your understanding and flexibility as we work together to meet the needs of Kentucky's waiver participants during this state of emergency.

Sincerely,

*Pam Smith*

Pam Smith  
Director, Division of Community Alternatives