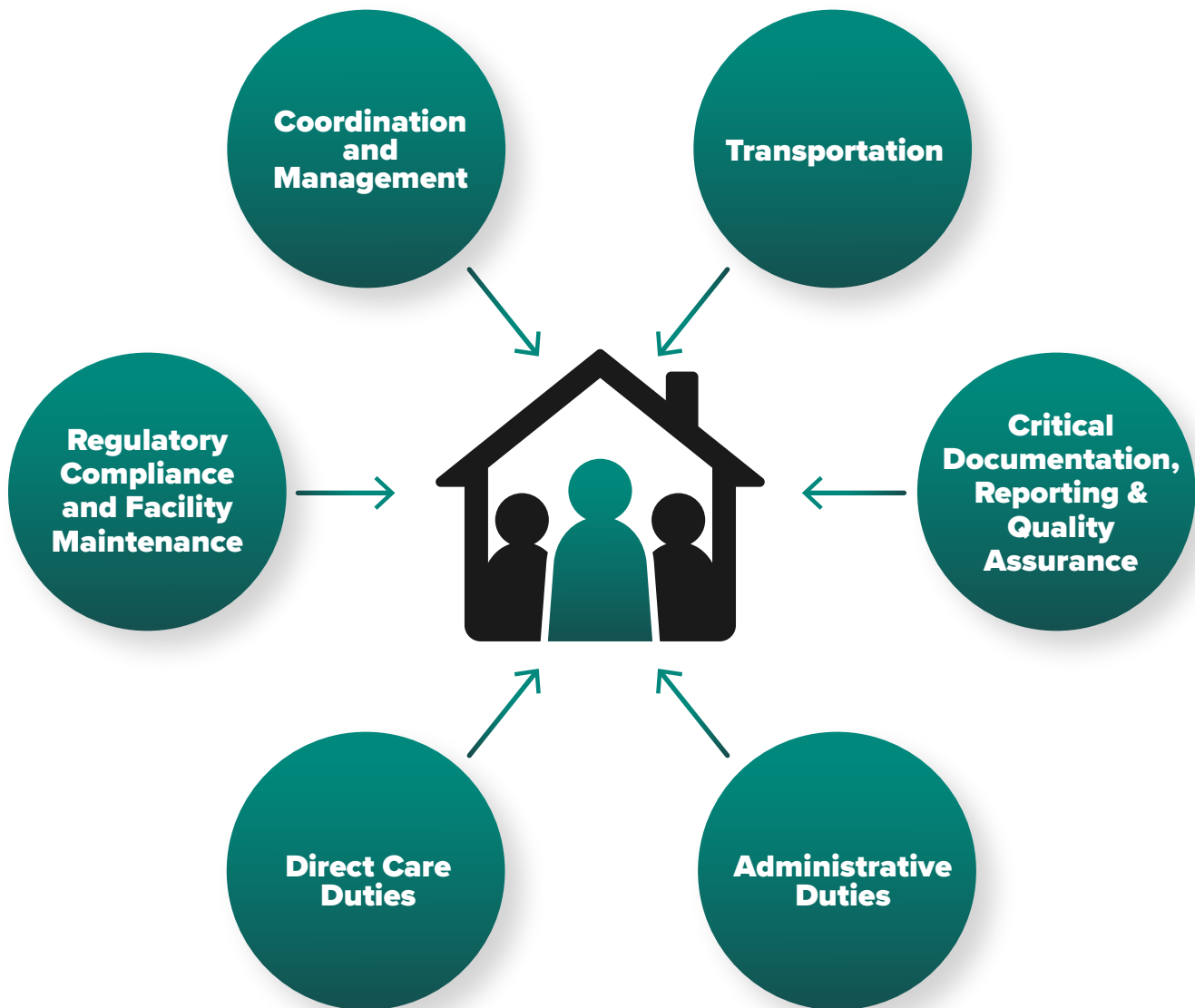


BEHIND THE SCENES OF SUPPORTING TEXANS WITH IDD IN THEIR COMMUNITIES



Group home services for individuals with intellectual and developmental disabilities (IDD) serve as the backbone of care, ensuring health, safety, and quality of life. Their work goes far beyond day-to-day supervision, encompassing a comprehensive range of responsibilities essential to supporting individuals with complex needs on a 24/7 basis.



**Please see the reverse side for additional information regarding services provided.*

For these Group Homes, Medicaid is their only funding source, and referrals must be processed on a Zero Rejection Basis. These Group Homes provide an avenue to support intensive services such as medically fragile and maladaptive behavioral supports in an economical community setting.

IDD Group homes are regulated and audited by the Texas Health and Human Services Commission (HHSC). Routine surveys and inspections include health and safety, life safety, billing and cost reporting.

Key Responsibilities of Group Home Providers

Coordination and Management of All Services (Long-Term Care, Medical & Non-Medicaid)

- Coordinating medical care appointments and transportation for multiple specialties, including neurology, audiology, psychiatry, physical therapy, and dental care.
- Covering out-of-pocket medical expenses not reimbursed by Medicaid.
- Coordinating with managed care organizations and private health insurance to verify coverage, maintain prior authorizations and mitigate denials.
- Implementing and monitoring physician orders, ensuring compliance with treatment plan.
- Navigating paperwork and working directly with families, Social Security, and HHSC to prevent lapses in benefits or services.
- Developing and executing plans aligned with each individual's HCS waiver or intermediate care facility (ICF) goals, including community integration, skill development and active treatment.
- Facilitating activities to meet goals, attain and maintain life skills for independence and self-advocacy, including food preparation, practicing interpersonal and social skills.

Transportation

- Managing transportation for day services, employment, medical appointments, and activities
- Vehicle maintenance – including modifications, repairs, gas, and insurance – which are not covered by daily reimbursement rates.

Regulatory Compliance and Facility Maintenance

- Maintaining homes and grounds to meet regulatory standards.
- Ensuring adequate food and furnishings.
- Preparing for disaster readiness, including maintaining alarms, fire extinguishers, sprinkler systems, and facilitating fire drills.
- Managing utilities – including electricity, gas, internet, phone – and pest prevention.
- Coordinating annual inspections with local fire authorities.

Critical Documentation, Reporting & Quality Assurance

- Tracking daily activities and progressing toward person-centered goals.
- Submitting and managing critical incidents and allegations of abuse/neglect.
- Reporting to state systems and local authorities, ensuring best outcomes and avoiding recoupment or regulatory penalties.
- Managing complaints and concerns through regular meetings with staff and families
- Managing IP service planning with stakeholders and staff annually, quarterly, and as needed (PRN).

Direct Care Duties by Staff

- Administering medications, tube feedings, liquid diets, colostomy bags, lifts.
- Implementing behavior management plans for individuals with complex behaviors.
- Monitoring medical conditions – including vital signs, blood sugar, and weight – and escalating care PRN.
- Assisting with bathing, grooming, other personal care tasks, including managing incontinent individuals.

Administrative

- Screening applicants, background and reference checks, managing high attrition rates.
- Eligibility, billing, cost reporting, payroll, payables, general accounting.
- Managing Systems: CARE, TMHP, TULIP, CIMS, DOL, EVV, EHR.
- Insurance – including Health, Property and Liability.

