

## LV1 Regular (\$5000 Limit) Scenario

### **Regular Level One Waiver Site**

#### **Create an L1 site**

##### **Select Create a New Site:**

**Name the site:** L1 5000 examplexx (*xx= assigned training number*)

**Site Effective date:** 1/1/2013

**Site End Date:** 12/31/9999

**COBD County:** Sandusky

**Management County:** Sandusky

##### **Move the Individual into the site:**

**Search and add:** Richardxx Fairlawnxx (*xx= assigned training number*)

**Move in date:** 1/1/2013

**Move out date:** 12/31/9999

##### **Add Providers to the site:**

Trinity Home Health LLC #2554892 - Start date: 1/1/2013

Inner Circle Communities #2553295 - Start date: 1/1/2013

#### **Add Services:**

##### **Add HPC:**

In the **Unscheduled Services** section:

Click on 'For One Individual'

Click on 'Change' link next to Waiver

Select the waiver 8/1/2014 – 7/31/2015

Under "HPC & Transportation Services" tab click on 'Add a HPC Service' link

Under Service Frequency select 'week' in the dropdown

Enter Start date 01/01/2015

Enter End date 06/30/2015

Select Provider as 'Inner Circle Communities' in the dropdown

Select Service Sub category as 'Homemaker/Personal Care – On-Site/On-Call' in the drop down

Select Service Ratio as '1:1'

Select the reason as 'Back-up HPC (day program absences)'

Enter #Units as 50

Click on 'Add' button – Details should display

##### **Add Transportation:**

Under "HPC & Transportation Services" tab click on 'Add a Transportation Service' link

Under Service Frequency select 'Day' in the dropdown

Enter Start date 07/01/2015

Enter End date 07/31/2015

Select Provider as 'Trinity Home Health LLC' in the dropdown

Select Service Sub category as 'HPC Transportation' in the drop down

Select Service unit Type as 'Mile'

Select Service Ratio as '1:1'  
Enter #Units as 95  
Click on 'Save' button – Details should display

**Cost Projection and Finalization:**

Click on 'Manage Cost Projections' link  
Click on 'Get Waiver Cost Projection Details' button  
Cost projection details should display  
Click on Expand link  
Click on '+' next to Site name  
Review details  
Click on 'Finalize Waiver Cost Projection' button  
Get message that says -Finalization Success

**Authorization of cost projection:**

Click on 'Service Payment Authorization' link  
Select Individual County 'Sandusky' in the County dropdown  
Select Pending Authorization under Plan Status  
Select Individual Fairlawxxx Richardxx under Pending Authorization name list  
Select Waiver span 8/1/2014 -7/31/2015 under Cost Projection Span  
Finalization details should display as they did in cost projection  
Click on Authorize Costs tab

**PAWS Preview, Edit, and Submission:**

The PAWS Preview page should display with services details  
Edit the dollars on the F44 2015 total cost from "\$3478.17" to "\$3678.17"  
Click on 'Submit to PAWS' button  
Error message should display "For Service Codes  
FRP,FIN,FTN,FIR,FIL,F44,F22,F66,F66,F66,FLR,FLN,FLI combined cost limit is above cap rule limit  
of \$5000.00"  
Edit the dollars on the F44 2015 total cost back to the original amount of "\$3478.17"  
Click on 'Submit to PAWS' button  
Receive a message stating that the PAWS plan has been created successfully.  
Click on 'Return to PAWS' button  
Click on any link  
PAWS plan details should display