**Section 240.210 In-home Service**

In-home service is defined as general non-medical support by supervised homecare aides who have received specialized training in the provision of in-home services. The purpose of providing in-home service is to maintain, strengthen and safeguard the functioning of participants in their own homes in accordance with the authorized person-centered plan of care.

a) Specific service components of in-home service shall include the following:

1) Teaching/performing of meal planning and preparation; light housekeeping tasks (e.g., making and changing beds, dusting, washing dishes, vacuuming, cleaning floors, keeping the kitchen and bathroom clean and laundering the participant's linens and clothing); shopping skills/tasks; and home maintenance and repairs.

2) Performing/assisting with essential shopping/errands may include handling the participant's money (proper accounting to the participant of money handled and provision of receipts are required). These tasks shall be:

A) performed as specifically required by the person-centered plan of care; and

B) monitored by the homecare supervisor.

3) Assisting with self-administered medication, which shall be limited to:

A) reminding the participant to take his/her medications;

B) reading instructions for utilization;

C) uncapping medication containers; and

D) providing the proper liquid and utensil with which to take medications.

4) Assisting with following a written special diet plan and reinforcement of diet maintenance (can only be provided under the direction of a physician as required by the person-centered plan of care).

5) Observing participant's functioning and condition and reporting to the supervisor, as outlined by the person-centered plan of care.

6) Performing/assisting with personal care tasks that are not medical in nature, such as the examples set forth at 77 Ill. Adm. Code 245.40(c) (e.g., shaving, hair shampooing, drying and combing, bathing and sponge bath, shower bath or tub bath, toileting, dressing, nail care, respiratory services (as authorized by 20 ILCS 105/4.02(5)(F)), brushing and cleaning teeth or dentures and preparation of appropriate supplies, positioning/transferring participant, and assisting participant with exercise/range of motion), as defined by the person-centered plan of care.

7) Escort/transportation to medical facilities, or for essential errands/shopping, or for essential participant business with or on behalf of the participant, as defined by the person-centered plan of care. This escort/transportation service may be provided directly by the homecare aide, directly by the provider, by the provider through contract, or by public transportation.

8) Identifying and reporting critical events, including critical incidents, service improvement program complaints, and requests for change of status in the Department's automated reporting system. Completing initial critical event reports will occur within 7 days after the date the event occurred or was identified to have occurred. Assisting CCUs in their efforts to safeguard participant health, safety and welfare by demonstrating a willingness to collaborate, discuss and resolve issues that likely place a participant at increased risk for experiencing future critical events. Supporting CCU risk mitigation efforts by demonstrating a willingness to communicate about necessary adjustments to a participant's care plan in response to a critical event.

b) Unit of Service

1) One unit of in-home service is one hour of direct service provided to the participant in the participant's home, while providing transportation/escort, or while running errands and/or shopping on behalf of the participant.

2) For services that the provider was unable to provide due to either the participant's absence without prior provider notification or refusal to admit the worker into the home to provide service (see Section 240.350), one unit of documented in-home service per occurrence will be reimbursed to the provider at a maximum of 2 units per participant per State fiscal year.

(Source: Amended at 42 Ill. Reg. 20653, effective January 1, 2019)