

**FY 2008 HIV Home Health Program  
(HHHP) April 1, 2008 – March 31, 2009**

The HIV Home Health Program (HHHP), contracted through the Long Term Care Authority of Tulsa (LTCA), is designed to provide certain specified home health services to low-income individuals living with HIV disease in Oklahoma.

Funding for HHHP comes from the federal Ryan White CARE Act Title II grant to the states. The Oklahoma State Department of Health (OSDH) is the designated public health agency in Oklahoma to receive and coordinate Title II funds. Title II funding is to be the payor of last resort for all Title II services including HHHP.

Eligible individuals must have a documented HIV infection, meet certain eligibility requirements and have been ordered (prescribed) home health care by a licensed physician.

Eligible applicants are certified through the Oklahoma State Department of Health (OSDH) HIV Treatment and Care Division of the HIV/STD Service.

If client demand exceeds resources available for the HHHP, it may be necessary for OSDH to place eligible and/or certified individuals on a HHHP wait list.

Applications for the HHHP are taken by OSDH designated HHHP case managers. They will assist individuals in completing the HHHP application and obtaining the necessary documentation. The HHHP case manager will submit the application to OSDH for review for certification.

**Home Health Services Provided**

Durable Medical Equipment (DME) Supplies refers to equipment and/or supplies necessary to the delivery of home health care for individuals living with HIV disease. DME supplies do not include medications, nutritional supplements or laboratory services. Maximum cap of \$1,000 per person/per fiscal year.

Personal Care Visits refers to assistance with dressing, bathing, ambulation, exercise or other personal need. A personal care visit shall be no more than a four-hour period.

Skilled Care Visits refers to services performed by a professional currently licensed in the State of Oklahoma. This includes, but is not limited to, a Licensed Practical Nurse or a Registered Nurse. A skilled care visit shall be defined as a service up to a two-hour period.

There is a maximum cap of 60 visits (personal and/or skilled care) per person/per fiscal year. Program caps can be waived by the OSDH in case of extreme need through written request from the LTCA.

**HHHP Eligibility Requirements**

1. Applicant must be a resident of the State of Oklahoma.
2. Applicant must have a documented HIV infection and/or an AIDS diagnosis.
3. Applicant must have a physician's order, a prescription for the home health care.

This prescription must be sent to the Long Term Care Authority of Tulsa.

4. Individuals eligible for third party coverage including Medicaid and/or Medicare must make application and access home health services available to them through these programs before using the Ryan White Title II HHHP.
5. Applicant must have a gross monthly family income (before deductions) of not more than 200% of the current FY 2008 Federal Poverty Guidelines (e.g. 1 person - \$1,733 gross a month), when applicable after \$600 work related deduction and/or out-of-pocket documented medical expenses are deducted from the gross monthly income.

**HHHP Access Procedures**

It is important that the HHHP Access Procedures be followed in order to prevent any delays in the certification process for home health care services.

1. An individual must need one or more of the services offered by the HHHP and have orders/prescription written by a physician for home health services.
2. The client must contact an HHHP case manager to access the HHHP and for assistance in completing the application including obtaining necessary income documentation. This application will also serve as an application for the ADvantage program.
3. The HHHP case manager then sends the completed HHHP application with

documentation to OSDH for review and the determination of eligibility for home health services.

4. If determined eligible and certified, clients will be certified by OSDH for the FY 2007 contract program year, which is April 1, 2007 through March 31, 2008. A 3 month reapplication with updated documentation will be required if the application indicates that the application qualifies for other benefits or has a medical expense spend down to qualify for HHHP.
5. LTCA is sent the certification, which includes a copy of the HHHP application.
6. The HHHP case manager and/or physician will either FAX, mail or deliver the order/prescription for home health care to the LTCA.
7. Physician orders called in will be forwarded to a nurse to accept the orders. Physician orders can also be faxed in. The contact person is Mina Phillips at 918-583-3336; fax: 918-582-8229
8. The LTCA will contact ADvantage Home Health Agencies in the consumer's geographical area to determine which agencies can provide services within 3 days of receipt of certification from OSDH. LTCA contacts the consumer and:
  - a.) completes functional assessment to determine service needs.
  - b.) obtains client's choice of provider among those able to serve.

c.) provides LTCA contact name and number.

9. The LTCA will then send a referral packet to the home health agency that will be providing the services. The agency contacts the client to begin services by the close of business the day following the referral.

#### **HHHP Access Case Manager Sites**

##### For 918 Area Code

Tulsa CARES  
3507 E. Admiral Pl., Tulsa, OK  
(918)834-4194; (800)474-4872

Dept. of Human Services – ACIS  
444 S. Houston, Tulsa, OK  
(800)734-7516; (918)581-2178

OSU-COM I.M. Specialty Services  
635 W. 11<sup>th</sup> Tulsa, OK  
(918)-382-3509

##### For 405/580 Area Code

RAIN  
600 NW 23<sup>rd</sup> St, Ste. 101, OKC, OK  
(405)232-2437; (800)285-2273

Dept. of Human Services – ACIS  
940 N.E. 13<sup>th</sup> St., Rm 2B119, OKC, OK  
(405)271-3325; (800)884-1572

OUHSC ID Institute/Charts  
711 Stanton Young Blvd #430, OKC, OK  
(405)271-8001 #38349



Oklahoma  
State  
Department  
of Health

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