

SHARS PERSONAL CARE RESOURCE GUIDE EFFECTIVE: OCTOBER 1, 2024

Activities Eligible for PCS

ADLs are activities that are essential to daily self-care, and IADLs are activities related to living independently in the community.

PCS will not include the following additional activities:

- Teaching a vocational curriculum
- Orientation and mobility services or sign language interpretive services
- Any form of assistance that does not facilitate the below-listed ADLs and IADLs.
- Supervision, monitoring, cueing, and redirection are not independently considered ADLs or IADLs but may be used to facilitate the completion of ADLs and IADLs
 - Example; Johnny can use the restroom on his own as well as wash his hands, however he requires cueing and prompting to complete both tasks. These are examples of billable toileting and personal hygiene services.

PCS facilitate the completion of ADLs and IADLs through direct or indirect intervention, which includes but is not limited to the following:

- Hands-on assistance
- Performing tasks for the student
- Cueing or redirecting the student to perform a task

PCS are not intended to teach the student how to independently perform the task.

For the purposes of reimbursement, the activities that are eligible for PCS are limited to the following ADLs and IADLs:

The logo for Medicaid Finance & Consulting Services (MFCs) features the letters "MFCs" in a large, bold, blue sans-serif font. Above the letters is a horizontal bar with a gradient from yellow to orange. Below the letters, the full name "MEDICAID FINANCE & CONSULTING SERVICES" is written in a smaller, blue, all-caps sans-serif font. At the bottom of the logo, the text "A Division of the Houston Independent School District" is written in an even smaller, blue, all-caps sans-serif font. The logo is set against a background of a dashed blue circle.

MEDICAID FINANCE & CONSULTING SERVICES
A Division of the Houston Independent School District

MEDICAID FINANCE AND CONSULTING SERVICES
A DIVISION OF THE HOUSTON INDEPENDENT SCHOOL DISTRICT

✉ eSHARS@HoustonISD.org

☎ 800-381-6334

SHARS PERSONAL CARE RESOURCE GUIDE EFFECTIVE OCTOBER 1, 2024

| ADLs / IADLs | ADLs / IADLs Description |
|--------------------------------------|---|
| Bathing | Assisting the student with any or all parts of bathing, including selecting appropriate water temperature and flow speed; turning water on and off; laying out and putting away supplies; transferring in and out of the bathtub or shower; washing and drying hair and body; and clean-up after task is completed |
| Dressing | Assisting the student with any or all parts of getting dressed, including putting on, fastening, and taking off all items of clothing; donning and removing shoes or prostheses; and choosing and laying out weather-appropriate clothing |
| Eating | Assisting the student with some or all parts of eating and drinking, including feeding the student; assistance with utensils or special or adaptive eating devices; and clean-up after task is completed. |
| Locomotion or mobility | Assisting the student with moving between locations, including assisting the student with walking or using a wheelchair, walker, or other mobility equipment. |
| Personal hygiene | Assisting the student with some or all parts of personal hygiene, including routine hair care; oral care; ear care; shaving; applying makeup; managing feminine hygiene; washing and drying face, hands, and perineum; basic nail care; applying deodorant; routine skin care; and clean-up after task is completed |
| Positioning | Assisting the student with positioning their body while in a chair, bed, or other piece of furniture or equipment, including changing and adjusting positions; moving to or from a sitting position; turning side-to-side; and assisting the student to sit upright. |
| Toileting | Assisting the student with some or all parts of toileting, including using a commode, bedpan, urinal, or toilet chair; transferring on and off; cleansing; changing diapers, pads, and incontinence supplies; adjusting clothing; and clean-up after task is completed. |
| Transferring | Assisting the student with moving from one surface to another with or without a sliding board, including moving from a bed, chair, wheelchair, or vehicle to a new surface; moving to or from a standing or sitting position; and moving the student with lift devices. |
| Escort | <p>Assisting the student in making transportation arrangements for medical and other appointments; accompanying the student to a SHARS-eligible service or health care appointment on or off campus to assist with needed ADLs or with carrying equipment (feeding pump, oxygen tank, etc.) or other necessary supplies; accompanying the student between locations to facilitate assistance with needed ADLs or assistance with carrying equipment or other necessary supplies.</p> <p>Escort includes monitoring a student's behaviors that create an unsafe situation for the student, such as removing a seatbelt, attempting to open the vehicle door while the vehicle is in motion, or elopement.</p> <p>Escort duration includes the entire time that the PCS provider accompanies the student during a SHARS-eligible service or health care service on or off campus.</p> |
| Meal preparation | Assisting the student in preparing meals and snacks, including cooking; assembling ingredients; cutting, chopping, grinding, or pureeing food; setting out food and utensils; serving food; preparing and pouring a predetermined amount of liquid nutrition; cleaning the feeding tube; cleaning the area after a meal; and washing dishes. |
| Medication assistance | Assisting the student with oral medications that are normally self-administered |
| Money management | Assisting the student with managing their day-to-day finances, including paying bills and adhering to a budget |
| Telephone use or other communication | Assisting the student in making or receiving telephone calls, managing and setting up communication devices, and sending and receiving communication for the student |