

## ***Transition to Another Waiver***

### **K-1 Transition Process**

- a. The following is the process to transfer consumers from the HCBS/PD waiver to the HCBS/FE or HCBS/HI waiver.
  - i. All HCBS/PD waiver services shall be paid through the HCBS/PD waiver program through the end of the month during which the customer is transitioning to another waiver.
  - ii. The HCBS/FE or HCBS/HI TCM shall communicate the start date and new POC costs to the SRS EES Specialist on or before the effective date of the transfer.
  - iii. The new TCM shall initiate an HCBS/FE or HCBS/HI POC on the first day of the month following the consumer's decision to transfer to another waiver.

### **K-2 ILC Responsibilities**

- a. ILC & TCM should visit with consumer at same time TCM does their assessment.
- b. ILC should coordinate the transfer of any information or documents the TCM would find beneficial.
- c. The ILC completes ES-3161 to send to SRS EES Specialist for closure or transfer.

*(See Section E-2 b. for instruction on transferring a consumer's file. See Section Q for an example of the ES-3161 form.)*

### **K-3 Head Injury Waiver and MR/DD Waiver Transfers**

Consumers transferring from the HI and MR/DD waivers are not subject to the waiting list, but the Program Manager must be notified of the transfer.