

**HCB Settings Quality Review
Non-residential Rubric**

Provider Agency	
Setting Name:	
Setting Region:	
Setting Type:	
Brief description of setting:	
Category	
Review Date	

Reason for Category	
Overcomes presumption of institutional qualities?	
Evidence to support	<ul style="list-style-type: none">•

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Expectation	What you might see <i>(based on CMS suggested Exploratory Questions)</i>	Notes/Documentation to Support Expectation
(i) The setting is integrated in and supports full access of individuals receiving Medicaid HCBS to the greater community, including...	<ul style="list-style-type: none"> • Setting is in the community/building located among other residential buildings, private businesses, retail businesses, etc. • Information provided/posted on access to and training on the use of public transportation, including accessible transportation for participants who use wheelchairs • Setting encourages visitors or other people from the greater community (aside from paid staff) • Setting is physically accessible 	
1. opportunities to seek employment and work in competitive integrated settings,	<ul style="list-style-type: none"> • Options and opportunities to pursue work is available • Participant able to participate in negotiating his/her work schedule, break/lunch times and leave and medical benefits with his/her employer 	
2. engage in community life,	<ul style="list-style-type: none"> • Participants provided/have access to information regarding age-appropriate community activities • Setting provides opportunities for regular meaningful non-work activities in integrated community settings 	
3. control personal resources,	<ul style="list-style-type: none"> • Setting affords opportunities for individual schedules • Setting facilitates the opportunity for participants to have a checking 	

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	<p>or savings account or other means to have access to and control his/her funds</p> <ul style="list-style-type: none"> • Setting offers a secure place to store personal belongings 	
<p>4. and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.</p>	<ul style="list-style-type: none"> • Setting allows participants the freedom to move about inside and outside of the setting • Setting assures tasks and activities are comparable to tasks and activities for people of similar ages who do not receive HCB services 	
<p>(ii) The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting.</p>	<ul style="list-style-type: none"> • Participants have opportunity to combine more than one service delivery setting or type of HCBS in any given day/week (e.g. combine competitive employment with community habilitation) 	
<p>and setting options are based on the individual's needs, preferences</p>	<ul style="list-style-type: none"> • Setting reflects participants needs and preferences • Setting policies ensure the informed choice of the participant 	
<p>and, for residential settings,[based on the individual's] resources available for room and board.</p>	<p>N/A</p>	<p>N/A</p>
<p>(iii) Ensures an individual's rights of 1. privacy,</p>	<ul style="list-style-type: none"> • Information about individuals kept private • Personal assistance provided in private 	

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(iii) Ensures an individual’s rights of 2. dignity and respect,	<ul style="list-style-type: none"> • Setting staff interact and communicate with participants respectfully • Setting staff do not talk to other staff about a participant(s) in the presence of other persons or in the presence of the participant as if s/he were not present 	
(iii) Ensures an individual’s rights of 3. freedom from coercion,	<ul style="list-style-type: none"> • Information about filing a complaint is posted in an obvious location and in an understandable format • Participant is comfortable discussing concerns • Participant knows the person to contact or the process to make an anonymous complaint • Participant can file an anonymous complaint • Setting posts/provides information on individual rights 	
(iii) Ensures an individual’s rights of 4. and freedom from restraint.	<ul style="list-style-type: none"> • Any restraints/restrictive interventions in place with participant consent • Restraints and/or restrictive interventions documented in the person-centered plan • Any needed supports and plans to address behavioral needs are specific to the participant 	

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	<ul style="list-style-type: none"> • Any behavior supports/plans do not restrict rights of every individual in setting (only apply to specific participant) 	
(iv) The setting optimizes, but does not regiment, individual initiative, autonomy, and independence in making life choices, including but not limited to, ~daily activities	<ul style="list-style-type: none"> • Setting affords a variety of meaningful non-work activities that are responsive to the goals, interests and needs of participants • Participants have the freedom to move about inside and outside of the setting • Participants can have a meal/ snacks at the time and place of their choosing • Setting does not prohibit participants from engaging in legal activities • Setting affords the opportunity for tasks and activities matched to participants’ skills, abilities and desires 	
(iv) Optimizes, but does not regiment, individual initiative, autonomy, and independence in making life choices, including but not limited to, ~physical environment	<ul style="list-style-type: none"> • There are no barriers preventing participants’ entrance to or exit from certain areas of the setting • The physical environment supports a variety of individual goals and needs <ul style="list-style-type: none"> ○ indoor and outdoor gathering spaces ○ large group and small group/solo activities 	

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	<ul style="list-style-type: none"> • Dining area accessible to participants • Participants treated age appropriately; not required to wear bibs 	
(iv) Optimizes, but does not regiment, individual initiative, autonomy, and independence in making life choices, including but not limited to, ~and with whom to interact	<ul style="list-style-type: none"> • Participants can choose with whom to do activities in the setting or outside the setting • Evidence that visitors have been present at regular frequencies • Participants talk with others during meal times • Participants have option to eat privately • Participants have/have access to private cell phone, computer or other personal communication device to use for personal communication in private at any time 	
(v) Facilitates individual choice regarding services and supports, and who provides them	<ul style="list-style-type: none"> • Participants have specific plan for non-residential services <ul style="list-style-type: none"> ○ Participants knows they can schedule meetings ○ Participants can explain the process to develop and update their plan ○ Participant attended last meeting ○ Meeting at a time and place convenient for the participant 	

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	<ul style="list-style-type: none"> ○ Participant supported to develop plan to support needs/preferences ● Setting ensures participants are supported to make decisions and exercise autonomy to the greatest extent possible ● Staff ask participants about needs and preferences ● Setting staff knowledgeable about the capabilities, interests, preference and needs of participants ● Setting posts/provides information to participants about how to request additional HCBS or change to current HCBS ● Participant expresses satisfaction with the services received ● Requests for services and supports accommodated (not ignored, denied) ● Participant expresses satisfaction with the provider ● Participant can ask for a meeting to discuss a change in provider ● Participant knows how and to whom to make a request for a new provider 	