

Affected Programs: BadgerCare Plus, Medicaid

To: Personal Care Agencies, HMOs and Other Managed Care Programs

Personal Care Activity Time Allocation Table Revised

The Attachment of this *ForwardHealth Update* includes a revised Personal Care Activity Time Allocation table. This table is used by providers to assist in prorating time for service-specific activities provided by personal care workers (PCWs) when services are provided less frequently than indicated using the Personal Care Screening Tool (PCST), F-11133 (10/08). The table does not include the time added when more time is requested due to the member's medical condition or behaviors that make it more time consuming for the PCW to complete the assigned task.

Revisions to the table include changes to the Response Selected column for the following activities:

- Dressing — Upper.
- Dressing — Lower.
- Eating.

Providers may refer to the Personal Care section of the Online Handbook for more information about allocations based on frequencies indicated in the PCST.

Information Regarding Managed Care Organizations

This *Update* contains fee-for-service policy and applies to providers of services to members who receive their dental benefits on a fee-for-service basis. For managed care organization (MCO) policy, contact the appropriate MCO. State-contracted MCOs are required to provide at

least the same benefits as those provided under fee-for-service arrangements.

The *ForwardHealth Update* is the first source of program policy and billing information for providers.

Wisconsin Medicaid, BadgerCare Plus, SeniorCare, and Wisconsin Chronic Disease Program are administered by the Division of Health Care Access and Accountability, Wisconsin Department of Health Services (DHS). The Wisconsin Well Woman Program is administered by the Division of Public Health, Wisconsin DHS.

For questions, call Provider Services at (800) 947-9627 or visit our Web site at www.forwardhealth.wi.gov/.

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ATTACHMENT

Personal Care Activity Time Allocation Table

Activity	Response Selected	Time in Minutes	Max/Day Frequencies	Max/Week Frequencies	Limitations
Bathing	A, B, and F	0	1	7	
	C, D, and E	30	1	7	
	C, D, and E	60	1	7	Allowed when the only service provided is bathing.
Dressing — Upper	A, B, and F	0	2	7	
	C, D, and E	10	2	7	
Dressing — Lower	A, B, and F	0	2	7	
	C, D, and E	10	2	7	
Placement of Prostheses	Yes	10	1	7	Time allocated includes the placement and the removal of prosthetic items.
Grooming	A, B, and G	0	2	7	
	D	5	2	7	
	C, E, and F	15	2	7	
Eating	O, A, B, and H	0	3	7	
	C	5	3	7	
	D, E, F, and G	20	3	7	
Mobility	O, A, B, and E	0	1	7	
	C, D	20	1	7	
Toileting	A, B, and G	0	0	7	Regardless of the combination of selections and frequencies, the daily maximum is 90 minutes.
	C and D	10	0-9	7	
	E	15	0-6	7	
	F	5	0-18	7	
Transfers	A, B, and G	0	1	7	Maximum daily allocation. This daily amount is in addition to time allocated for transfers with bathing and toileting.
	C and D	30	1	7	
	E	45	1	7	
	F	60	1	7	
Medication Assistance	O, A, B, and C	0	6	7	
	D	5	6	7	
Glucometer Readings	Yes	5	4	7	
Skin Care	Yes	5	2	7	
Catheter Site Care	Yes	5	2	7	
G-Tube Site Care	Yes	5	2	7	
Complex Positioning	Yes	5	6	7	