



CABINET FOR HEALTH AND FAMILY SERVICES	Subject: Participant Directed Services SOP Title: Introduction PDS-SOP-6.1
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PURPOSE

The Participant Directed Services (PDS) introduction describes the framework and operating authority for the PDS 1915(c) waiver service delivery option. It serves as background information to frame the PDS Standard Operating Procedures (SOP). The goal of this section is to communicate the guiding principles of PDS and ensure all entities who operate within the PDS service option have a general understanding of PDS.

POLICY

Introduction

- Participant Directed Services (PDS) is a service delivery option that allows individuals eligible for services through one of five different 1915(c) waiver programs—Acquired Brain Injury (ABI), Acquired Brain Injury Long-Term (ABI-LTC), Home and Community Based (HCB), Michelle P (MP), and Supports for Community Living (SCL)—to direct their non-medical non-residential waiver services.
 - A participant must be enrolled in one of the five 1915(c) waivers to participate in the PDS option.
- PDS prioritizes the participant’s choice and control and makes service delivery as flexible as possible for participants and their families. PDS provides participants with the opportunity to direct and purchase certain goods and services in their Person-Centered Service Plan that are necessary to help them maintain their independence in their home and community. PDS differs from traditional waiver service delivery options.
 - With PDS, participants have the opportunity to decide who, what, when and where their services are delivered.
- PDS is not for everyone, because not everyone is interested or able to meet the PDS requirements.
 - PDS provides the opportunity for a participant to designate a representative to manage some or all of the PDS responsibilities on the participant’s behalf.

Participant Directed Services Goal

- The goal of PDS is to provide participants with the ability to direct their waiver services, using person-centered planning principles, to most appropriately meet their needs to maintain and manage their independence in their home and community.

Participant Directed Services Key Principles

The following are key principles of PDS:

- Reflects the belief that participants, when given the opportunity to choose the waiver service(s) they will receive and the option to direct some or all of those services, will exercise their choice in ways that maximize their quality of life;



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2. Includes person-centered planning principles to ensure that participants are able to make personal choices about what is important to and important for them and to develop a Person-Centered Service Plan with their case manager that identifies the services and supports they need to meet their goals;
3. Provides PDS as one of several service delivery options available to every participant;
4. Provides participants with a PDS trained case manager and Financial Management Agency to support the participant in PDS;
5. Requires a flexible, individualized Person-Centered Service Plan that identifies the services and supports a participant decides to direct with PDS. The PDS Person-Centered Service Plan:
 - a. Allows participants to recruit, hire, train, schedule, direct, and fire their PDS-paid employee(s) and establish an hourly pay rate, within an established range, for their PDS-paid employee(s);
 - b. Allows participants to purchase goods, supplies, or other items to meet their service and support needs as outlined per the participant's individualized assessment or letter of medical necessity; and
 - c. Provides participants with a significant choice in the authorization of their PDS services between hiring PDS-paid employees and making other purchases.
6. Allows participants to designate a representative to help them make decisions and manage their PDS services; and
7. Obtains feedback from participants, legal representatives, PDS representatives, and family members (when appropriate), as well as data from case managers and Financial Management Agencies to continuously improve the program.

Participant Directed Services Regulations

1. PDS is a Medicaid-funded program; therefore, adherence to both federal and state program rules is required.
2. The regulatory language associated with the facilitation of PDS for each waiver may be found in the following Kentucky Administrative Regulations (KAR):
 - a. Supports for Community Living Services for an Individual with an Intellectual or Developmental Disability: <https://apps.legislature.ky.gov/law/kar/titles/907/012/010/>
 - b. Payments for Supports for Community Living Services for an Individual with Intellectual or Developmental Disability: [Title 907 Chapter 12 Regulation 020 • Kentucky Administrative Regulations • Legislative Research Commission](#)
 - c. Home and Community Based Waiver Services: [Title 907 Chapter 7 Regulation 010 • Kentucky Administrative Regulations • Legislative Research Commission](#)
 - d. Reimbursement for Home and Community Based Waiver Services: [Title 907 Chapter 7 Regulation 015 • Kentucky Administrative Regulations • Legislative Research Commission](#)
 - e. Michelle P Waiver Services and Reimbursement: [907 KAR 1:835](#)
 - f. Acquired Brain Injury Waiver Services: [907 KAR 3:090](#)



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- g. Reimbursement for Acquired Brain Injury Waiver Services: [907 KAR 3:100](#)
- h. Acquired Brain Injury Long-Term Care Waiver Services and Reimbursement: [907 KAR 3:210](#)
- 3. In order to ensure that the most current version of the regulation is being followed, it is imperative that case manager and Financial Management Agency staff check the Kentucky Legislative Research Commission website and follow the current regulation language for each waiver.