

## Georgia Assessment of HCBS Community Settings

Instructions: Please use direct interview of waiver participants and/or informal (natural) supporters, provider staff, direct observation, and/or record review to respond to the questions below. Multiple sources of information may be required.

Please select an answer for **each** question from these choices:

Yes = service site meets HCBS characteristics as outlined in the question

No = 1) HCBS characteristics are not met, 2) setting cannot conform, or 3) setting is institutional in nature, e.g. hospital, ICF/ID, nursing facility, or institution for mental disease (IMD)

Not Yet = service currently does not meet HCBS characteristics but could with modification

N/A – question does not apply to the site setting

**Provider Name and Number:**

**Waiver/Program Name:** [dropdown to include CCSP, SOURCE, NOW, COMP, ICWP, GAPP]

**Site Address:**

**Site Type:** 1) Residential 2) Non-residential

**Service Type:** [dropdown to include] 1) residential supports/alternative living services, 2) day services (e.g. community access group/adult day health), 3) employment related services (e.g. prevocational or supported employment)

Question Category	Question	Response				Comments If response is <b>Not Yet</b> or <b>No</b> , what is the remedy to correct? If <b>Not Yet</b> , when?
		Yes	Not Yet	No	N/A	
Choice of Setting and setting characteristics	Do the individuals in this setting continue to be provided a choice of available options regarding where to live (if this is a residential setting) or receive services (if this is a non-residential setting)?					
	Does the setting reflect the needs of the individuals?					
	Does the setting reflect the preferences of the individuals?					
	Do individuals know how to relocate and request new housing (or non-residential service site change)?					
	Do the individuals have access to make private phone calls, e-mail, text, or otherwise communicate privately?					
Participates in scheduled and unscheduled activities	Do the individuals regularly (more than once per week) leave the residential setting to access the community?					
	Do the individuals participate in meaningful non-work activities (work, leisure, social, or other activities in the community) settings as desired?					
Site setting does not isolate individuals	Do individuals live and/or receive services and supports in a setting where there is regular (more than once per week) opportunity for contact with people not receiving services (e.g. visitors who are friends, family members, others in the larger neighborhood or community)?					
	Are visitors restricted to set visiting hours?					
Employed in the community	Do the individuals work in an integrated setting (community settings where the individual would interact with non-disabled individuals)?					
	If the individuals would like to work, is the option being pursued?					

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		Yes	Not Yet	No	N/A	
Has own bedroom or shares with a roommate of choice	Do the individuals have a choice of housemate or roommates?					
	Do the individuals talk about the roommate/housemates positively?					
	Do the individuals know how to request a roommate change?					
Controls own schedule	Do individuals have varying schedules from one another?					
	Can the individuals adjust their schedules as needed?					
Controls own personal funds	Do the individuals have a bank account or means of controlling personal resources?					
	Do the individuals have regular and easy access to personal funds?					
Chooses when, what and with whom to eat	Do the individuals choose when and where to have a meal?					
	Can the individuals request an alternative meal?					
	Can the individuals eat privately if they choose?					
Choices are incorporated into services received	Does staff ask the individuals about needs/preferences?					
	Do individuals freely make requests for changes in the way their services or supports are delivered?					
	Do the individuals express satisfaction with services being provided?					
	Do the individuals know how and to whom to make a request for a new provider or service type?					
Free from coercion	Are individuals comfortable discussing concerns (things that upset or worry them)?					
	Can the individuals file anonymous complaints?					
	Do the individuals know who to contact to make a complaint?					

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		Yes	Not Yet	No	N/A	
Has active role in the development and update of the person-centered service plan	Do the individuals routinely participate in service planning meetings?					
	Can the individuals describe his/her role in the person-centered plan development process?					
	Does the service plan get updated when the individuals express a desire to change the type, the frequency, or the provider of supports/services?					
	Was the planning meeting scheduled at a time and place convenient to the individuals and other natural supporters?					
Has unrestricted access of setting (as appropriate per health and safety needs)	Are there locked doors or gates that only the provider controls?					
	Are there panic release exit doors?					
	Are there barriers preventing individuals' entrance to or exit from the residence or service site?					
	Do the individuals have their own keys to the residence?					
Physical environment meets individualized needs	Are there environmental accommodations (e.g. ramps, grab bars, graphic signage to support independence) available to individuals who need them?					
	Is the setting physically accessible to support easy access within, to, and from setting?					
Have full access to the community	Can individuals move about inside and outside the setting?					
	Do individuals in the setting have access to public transportation?					
	Is training provided in use of public transportation?					
	Where public transportation is limited, are there other resources available?					

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		Yes	Not Yet	No	N/A	
Right to dignity and privacy is respected	Is individual health information kept private?					
	Do individuals receive assistance with grooming in a dignified manner?					
	Can individuals close and lock the bedroom door?					
	Do staff or other residents always knock and receive permission before entering an individual's residence or room?					
Staff communicates in a dignified manner	Does staff refrain from talking to other staff about individuals as if they were not present?					
	Does staff address individuals in a dignified manner?					
There is a legally enforceable agreement for the residence	Do the individuals or his informal/natural supporters hold a lease or written residency agreement for the setting?					
	Does the written agreement include language that provides protection against eviction and allows appeals of eviction or discharge?					
*Provider policies and supports	Does the provider agency have policies that align with the rule?					
	Does the provider's employee training and evaluation methods support achievement of the HCBS goals?					
Other	Do you have any other setting specific characteristics or concerns?					