

How Do I Apply?

Contact:

Attendant Services Program

Vermont Department of Disabilities,
Aging and Independent Living
103 South Main St.
Waterbury VT 05671-1601

Voice: (802) 241-2196

TTY: (802) 241-3557

Vermont Center For Independent Living (VCIL)

11 East State Street
Montpelier VT 05602

Voice/TTY: (802) 229-0501
or (800) 639-1522

Area Agency on Aging

Voice/TTY: (800) 642-5119

Application forms are available at:

- ◆ any office of the Department of Disabilities, Aging, & Independent Living, including regional offices of Vocational Rehabilitation
- ◆ your local Home Health Agency
- ◆ rehabilitation centers, nursing homes, & hospital discharge units
- ◆ On the web <http://www.ddas.vermont.gov/ddas-forms/forms-asp/forms-asp-documents/asp-forms-asp-application>

*This material is available, upon request, in
alternative format
such as large print, Braille,
audio cassette, or disk.*

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Vermont Department of Disabilities,
Aging and Independent Living
103 South Main Street
Waterbury VT 05671-1601



Vermont Agency of Human Services

Department of Disabilities, Aging and
Independent Living

The Attendant Services Program



Consumer Directed Personal Care



What is the Attendant Services Program?

The Attendant Services Program (ASP) supports independent living for adult Vermonters with disabilities who need physical assistance with daily activities.

- ◆ The participant in the program (or a designee under Personal Services) hires, trains, supervises, and schedules his or her personal care attendant.
- ◆ The participant is the employer. There is no cost to the participant. The program pays an hourly wage to the attendant.
- ◆ Any legal worker may be employed, except a spouse or civil union partner under the Medicaid PDAC program.
- ◆ An attendant who has a substantiated history of abuse, neglect, or exploitation will not be paid under this program.

What activities are covered?

Attendants may only be paid to provide physical assistance with approved needs:

Activities of Daily Living

Include dressing, bathing, grooming, toileting, transferring, mobility, range of motion exercises, positioning, and eating.

Instrumental Activities of Daily Living

Include meal preparation, medication management, care of adaptive & health equipment, management of finances and mail, shopping, and cleaning.

Who is Eligible?

To be eligible an individual must

- be a Vermont resident,
- be at least 18 years old, and
- meet all of the eligibility criteria for one of these programs:

1) General Fund PDAC - Participant Directed Attendant Care

- have a permanent & severe disability;
- need physical assistance with at least two activities of daily living; and
- be able to direct own personal care services;
- apply and be found ineligible for services from other Medicaid-funded personal care or attendant care programs

2) Medicaid PDAC - Participant Directed Attendant Care

- have a permanent & severe disability;
- need physical assistance with at least two activities of daily living;
- be able to direct own personal care services;
- be willing to hire an attendant other than a spouse or civil union partner; and
- have Medicaid.

3) General Fund Personal Services

- have a disability;
- need physical assistance with at least one activity of daily living or meal preparation; and have Medicaid.
- be an active participant in ASP, have a continued need for attendant services.

and be ineligible for other sources of attendant services.

How Does the Program Work?

1) After an application is received, program staff contact the applicant to screen for eligibility.

Note: Applicants who are not eligible for other Medicaid-funded personal care or attendant care programs will be placed on a chronological waiting list until program funds are available.

2) A program assessor completes an in-depth assessment of the applicant's needs in his or her home.

3) An Eligibility Committee (consisting of program participants) reviews the assessment and authorizes a specific number of hours of service per day.

Note: The Attendant Services Program may not cover all needs and activities.

4) The participant signs an annual agreement and enrolls one or more attendants. The participant must comply with State and Federal employment laws.

5) The participant and the attendant complete, sign and submit biweekly time reports to the designated payroll agent.

6) Payments are processed and checks are mailed to the attendant on an established payroll schedule.

