

Procedure No. 2-6-34

Revised: 07-22-21

Issued: 11-17-17

**SUBJECT:** Provider Owned and Controlled Residential Settings

**PURPOSE:** to ensure that the Individuals residing in provider owned homes have full access to and enjoy the benefits of community living through long term supports in integrated settings of their choosing. Ensures that Federal HCBS (Home and Community Based Services) requirements are met for Provider controlled Settings.

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CMS (Center for Medicaid Services) has additional requirements for any homes that are provider owned. They also consider any staff or employee who owns the home that individuals reside in to meet the requirements for provider owned or controlled settings. If there is a direct or indirect financial relationship between the provider and the owner of the home it would also be considered provider owned and controlled.

**Rental Agreements:** Some of the individuals that Woodhaven supports choose to live in homes that are owned by Woodhaven. Each individual residing in these homes will have a legally enforceable lease that offers the same protection from eviction that tenants have under landlord-tenant laws of Missouri, Boone County and Columbia as well as the responsibilities of the tenant. All participants and their guardians (if applicable) will receive information and learn how to express that they want to move or request new housing if they are unhappy with their current living situation. Deposits will be collected on move-in and returned on move-out, provided no damages occur.

**Privacy:** All individuals residing in provider owned homes will have a private bedroom. Individuals supported have the opportunity to decorate and furnish their rooms as they choose. They will have privacy in their bedroom. Staff will always knock prior to entering a person's home. Every effort will be made to ensure privacy in the bedrooms and bathrooms except when assistance is needed and documented in the ISP.

All exterior doors to the residence will have locks, and all participants will be given a key or other access (i.e. keypad), unless a reason is documented in their ISP, that they are unable to manage a key. Individuals supported may request locks on their bedroom door if they so choose. Designated Program staff will have access to exterior door and bedroom door keys (if applicable) but will always knock prior to entering.

**Freedom of Choice:** Woodhaven will offer all individuals supported activities that are individualized. They will be able to set their own schedule. Activities can vary from one housemate to another. Staff will assist them in working out transportation and costs of events to ensure they have the resources to participate. Individuals will have access to food at any time (unless restricted in the ISP). Staff will support them in developing healthy meals, giving them support in planning and preparing meals based on their support needs.

**Visitors:** Individuals supported are encouraged to invite family and friends to visit their home at any time. Visitors are welcome in the common area (living room, kitchen) and the individual's bedroom if invited. Housemates may agree collectively that they do not want visitors to come early in the morning or late at night, but this must be directed by the individuals supported and not

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the agency. Any other restriction of a visitor must be as result of an ISP team recommendation and go through due process.

**Accessibility:** The agency will ensure that all individuals supported will have access to their home and community. The home will be accessible to mobility devices and needs.

Approved by: \_\_\_\_\_  
Director of Residential & Community Services

Date: \_\_\_\_\_