

# Pediatric Day Health Care

Plan: AmeriHealth Caritas Louisiana

Clinical Policy ID: CCP.4027

Recent review date: 11/2023

Next review date: 3/2025

Policy contains: Pediatric day health care; activities of daily living; transportation.

*AmeriHealth Caritas Louisiana has developed clinical policies to assist with making coverage determinations. AmeriHealth Caritas Louisiana's clinical policies are based on guidelines from established industry sources, such as the Centers for Medicare & Medicaid Services (CMS), state regulatory agencies, the American Medical Association (AMA), medical specialty professional societies, and peer-reviewed professional literature. These clinical policies along with other sources, such as plan benefits and state and federal laws and regulatory requirements, including any state- or plan-specific definition of medically necessary, and the specific facts of the particular situation are considered by AmeriHealth Caritas Louisiana when making coverage determinations. In the event of conflict between this clinical policy and plan benefits and/or state or federal laws and/or regulatory requirements, the plan benefits and/or state and federal laws and/or regulatory requirements shall control. AmeriHealth Caritas Louisiana's clinical policies are for informational purposes only and not intended as medical advice or to direct treatment. Physicians and other health care providers are solely responsible for the treatment decisions for their patients. AmeriHealth Caritas Louisiana's clinical policies are reflective of evidence-based medicine at the time of review. As medical science evolves, AmeriHealth Caritas Louisiana will update its clinical policies as necessary. AmeriHealth Caritas Louisiana's clinical policies are not guarantees of payment.*

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## Policy statement

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The pediatric day health care (PDHC) facility Medicaid per diem rate includes the following services/equipment:

- Nursing care;
- Respiratory care;
- Physical therapy;
- Speech-language therapy;
- Occupational therapy;
- Social services;
- Personal care services (activities of daily living); and
- Transportation to and from the PDHC facility. Transportation shall be paid in a separate per diem.

## Documentation Requirements

AmeriHealth Caritas Louisiana requires prior authorization for PDHC. To receive prior authorization, the following documentation must be sent for each request:

- Standardized prior authorization form which must include why the services provided at the PDHC cannot be provided elsewhere, including the school system;
- Physician's most recent note documenting medical necessity for the PDHC;

- The physician's order and plan of care for PDHC; and
- The Prior Authorization checklist indicating the member's skilled nursing care requirements.

**NOTE:** PDHC services must be approved prior to the delivery of services.

Services shall be ordered by the member's prescribing physician. A face-to-face evaluation must be held every 90 days between the member and prescribing physician. In exceptional circumstances, at the discretion of the physician prior authorizing PDHC services, the face-to-face evaluation requirement may be extended to 180 days.

The physician's order for service is required to individually meet the needs of the member and shall not be in excess of the member's needs.

The order shall contain:

- The member's name;
- Date of birth;
- Sex;
- Medicaid ID number;
- Description of current medical conditions, including the specific diagnosis codes;
- The parent/guardian's name and phone number; and
- The provider's name and phone number.

The physician shall acknowledge if the member is a candidate for outpatient medical services in a home or community-based setting. The physician shall sign, date and provide his National Provider Identifier (NPI) number.

**NOTE:** In addition to the standardized prior authorization form, AmeriHealth Caritas Louisiana may request specific medical records from the physician.

### **Certification Period**

The prior authorized case shall be certified for a period not to exceed 90 days.

### **Parental/Guardian Consent**

A signed parental/guardian consent is required for participation in PDHC. The consent form shall outline the purpose of the facility, parental/guardian's responsibilities, authorized treatment and emergency disposition plans.

A conference shall be scheduled prior to admission with the parent/guardian(s) and the PDHC representative to develop the plan of care based upon documentation of medical necessity provided by the physician.

If the member is hospitalized at the time of the referral, planning for PDHC participation shall include the parent/guardian(s), relevant hospital medical, nursing, social services and developmental staff to begin the development of the plan of care that will be implemented following acceptance to the PDHC facility.

### **Durable Medical Equipment**

AmeriHealth Caritas Louisiana will not reimburse a PDHC for durable medical equipment (DME) and supplies that are provided to the member through a DME program.

## **Medication**

The parent or guardian is to supply medications each day as prescribed by the member's attending physician or by a specialty physician after consultation and coordination with the PDHC facility. PDHC staff shall administer these medications, as ordered or prescribed, while the member is on site.

The medications shall be:

- Kept in their original packaging and contain the original labeling from the pharmacy; and
- Be individually stored in a secure location at the appropriate temperature recommended.

**NOTE:** The facility shall have established policies and procedures for the handling and administration of controlled substances. Schedule II substances shall be kept in a separately locked and secure box in a secured designated area.

Each PDHC facility shall maintain a record of medication administration. The record shall contain:

- Each medication ordered and administered;
- The date, time and dosage of each medication administered; and
- The initials of the person administering the medication.

## **Transportation**

The PDHC facility shall provide or arrange transportation of the member to and from the facility; however, no member, regardless of his/her region of origin, may be in transport for more than one hour on any single trip. The PDHC facility is responsible for the safety of the member during transport. The family may choose to provide their own transportation.

Providers who offer transportation or contract transportation with an agency must adhere to all of the rules and regulations outlined in the PDHC Facilities, Licensing Standards governing transportation.

Transportation to and from the PDHC facility will be reimbursed a daily per diem on a per case basis in accordance with 42 CFR 440.170(a).

### **PDHC Facility Transportation/Contracted Transportation**

All transportation provided by a PDHC must meet the standards for commercial transport as specified under the Americans with Disabilities Act (ADA) and the U.S. Department of Transportation (DOT) regulations.

The beneficiaries may not be transported in a private vehicle owned or operated by any employee and/or owner.

The transporting vehicle must be licensed in the state and meet all vehicle inspection criteria. Appropriate insurance is required according to state laws.

The driver or attendant shall be provided with a current master transportation list including:

- Each member's name;
- Pick up and drop off locations; and
- Authorized persons to whom the member may be released to.

An attendance record shall be maintained by the driver or attendant for each trip. The record shall include the following:

- Driver's name;
- Date of the trip;
- Names of all passengers (member and adults) in the vehicle; and
- Name to whom the member was released to and the time of the release.

This record shall be signed by the driver or attendant and the PDHC representative who accepts and releases the member each day.

The driver and one appropriately trained staff member shall be required at all times in each vehicle when transporting any member. Staff shall be appropriately trained on the needs of each member, and shall be capable and responsible for administering interventions when appropriate.

All contracted transportation providers must meet the same standards as specified above if the purpose of the contract is to transport beneficiaries to any PDHC facility.

Each member shall be safely and properly:

- Assisted into the vehicle;
- Restrained in the vehicle;
- Transported in the vehicle; and
- Assisted out of the vehicle.

The driver or appropriate staff person shall check the vehicle at the completion of each trip to ensure that no member is left in the vehicle.

During field trips, the driver or staff member shall check the vehicle and account for each member upon arrival at, and departure from, each destination to ensure that no member is left in the vehicle or at any destination.

Appropriate staff person(s) shall be present when each member is delivered to the facility.

### **Parent/Guardian Authorization**

The parent/guardian shall provide a signed authorization designating the person(s) the member can be released to for transportation purposes. The authorization shall provide the location where the member can be picked up or dropped off. The release shall name the facility and to whom the member shall be released.

### **PDHC Facility Responsibilities**

The facility shall maintain an attendance record for each trip. The record shall include:

- Method used to transport the member to and from the facility;

- Name of the person transporting the member;
- Date and time of the trip release; and
- Signatures of the driver or parent/guardian and the PDHC representative.

## **Services Not Covered**

The PDHC per diem rate does not include the following services:

- Education and training services;
- Before and after school care;
- Respite services;
- Child care due to work or other parental time constraints;
- Medical equipment, supplies and appliances;
- Parenteral or enteral nutrition; and
- Infant food or formula.

## **MEMBER CRITERIA**

In order to qualify for pediatric day health care (PDHC) services, a member must meet all of the following criteria. The member must:

- Be Louisiana Medicaid eligible;
- Be from birth up to 21 years of age;
- Have a medically complex condition which involves one or more physiological or organ systems and requires skilled nursing care and therapeutic interventions performed by a knowledgeable or experienced licensed professional registered nurse (RN) or licensed practical nurse (LPN) on an ongoing basis to preserve and maintain health status, prevent death, treat/cure disease, ameliorate disabilities or other adverse health conditions, and/or prolong life.
- Be a candidate for outpatient medical services in a home or community-based setting; and
- Have a signed physician's order and plan of care for PDHC by the member's physician specifying the frequency and duration of services. The plan of care must clearly outline the skilled nursing care and therapeutic interventions that will be performed in the PDHC. The plan of care must be individualized, specific and consistent with the symptoms or confirmed diagnosis of the disease, condition, or injury under treatment, and not in excess of the member's needs.

In the event, the medical director of the PDHC facility is also the member's prescribing physician, AmeriHealth Caritas Louisiana will review the order and plan of care for the recommendation of the member's participation in the PDHC Program.

**NOTE:** PDHC does not provide respite care and is not intended to be an auxiliary (back-up) for respite care.

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## **References**

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Louisiana Department of Health. 2011. Pediatric Day Health Care Provider Manual. Covered Services and Beneficiary Criteria. Chapter 45, Section 45.1-45.2. Issued 10/13/22.

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## Policy updates

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Initial review date: 3/2/2021

11/2022: Policy references updated.

11/2023: Policy references updated.