Idaho Home Choice Money Follows the Person

Residential Assisted Living Facilities (RALF)

Checklist for Providers of Qualified Residences

1. The Residential Assisted Living Facility (RALF) meets all requirements under Idaho Code 39-33, DAPA 16.03.22 and is a Medicaid Provider.

2. RALF residents must have a lease, contract or negotiated Resident Service Agreement that meets fair housing laws, outlining the:
   - timeframe of the agreement
   - services provided and type of residence being rented
   - appeal process
   - reasons for termination (non-payment, direct threat to others, property damage).

3. Each apartment must have separate living, sleeping, bathing and cooking areas.

4. Units must have a lockable* access and egress in accordance with fire code outlined in IDAPA 16.03.22.
   - Full control of access and egress must be present unless there are documented limitations/concerns in case management logs or negotiated service agreement.
     *example: key pad, ID card, watchman, or key

5. A qualified residence cannot require that services in addition to those included in the rate be provided as a condition of tenancy or from a specific company.
   - RALF providers cannot dictate what services will be provided to the participant; this will be determined in conjunction with the participant, Medicaid and provider.
   - RALF providers cannot determine who will provide outside services as long as they meet State licensure requirements.
   - RALF services usually include coordinating or providing housekeeping, transportation and personal care.

6. RALF cannot require notification of absences from the facility except to:
   - assure health and welfare of resident; tenant may be required to notify the facility based on a predetermined risk as documented in the Resident Service Agreement.
   - assure Medicaid is not billed when resident is not present.
     *absences for less than 30 days cannot result in termination/discharge.

7. Aging in place concept must be a common practice in the facility, therefore a resident contract may not be terminated due to declining health or increased care needs except as outlined in IDAPA 16.03.22.
   - Medicaid services may be increased to meet the needs through the MFP significant change process.

8. Lease, contract, or negotiated service agreements may not reserve the right to assign apartments or change apartments. Room and board rates are negotiated between resident and the facility.
   - Any proposed changes to the contract require 30 days notice.

9. By signing below, I certify that all of the above requirements have been met.

Signature of RALF provider _____ _____
Date

Signature of Idaho Home Choice _____ _____
Staff Date