

## Instructions

### Only apply if the following HCBS Settings Rule criteria are affected:

- Access to the broader community
- Opportunity for employment
- Option for a private unit and/or choice of a roommate
- Choice of non-disability specific settings

### Only apply if the following HCBS Medicaid waivers are affected:

- New Choices Waiver (NCW)
- Community Supports Waiver (CSW)
- Acquired Brain Injury (ABI)
- Aging Waiver (AW)

### The following information will be required:

- Setting name
- Setting address (street address, city, zip code)
- Contact name, email address, phone number
- Which HCBS Medicaid waivers are affected
- Which HCBS Settings Rule criteria are affected and you are applying under:
  - Access to the broader community
  - Opportunity for employment
  - Option for a private unit and/or choice of a roommate
  - Choice of non-disability specific settings
- A detailed corrective action plan (CAP) for each of the above areas.
  - **Detailed CAPs must include the following:**
    - **Step-by-step description with accompanying timelines of how you are going to use the extra time to come into compliance**
    - **Attachments such as policies and procedures, training plans, job descriptions, hiring plans, etc. to support your plan**
- Date your setting will be compliant for each of your CAPs

# Home and Community Based Settings Rule Corrective Action Plan 2022



- Date your setting will be compliant with HCBS Settings Rule and will be ready for a validation visit (no later than March 31, 2023)
- Attest to the following:
  - The area(s) you are applying for is/are the only area(s) that need(s) additional time to come into compliance with the HCBS Settings Rule for this setting
  - Your setting is compliant with all other areas of the HCBS Settings Rule regulations

## General Information

- The application must be complete or it will not be accepted
- A separate application must be submitted for each setting if you are a provider with more than one setting
- Applications will not be accepted in any other format (*google form*)
- The application does not have an option to save and return, it must be completed all at one time

## Timeline

The application must be submitted no later than December 30, 2022.

## Questions

If you have any questions, contact: [HCBSSettings@utah.gov](mailto:HCBSSettings@utah.gov)