

Day Activity

Definition: Day Activity Services are provided in therapeutic settings to enable participants to achieve, maintain, improve, or decelerate the loss of personal care, social or adaptive skills. Services are provided by DDSN licensed facilities. Community activities that originate from a facility licensed by the state will be provided and billed as Day Activity Services. On site attendance at the licensed facility is not required to receive services that originate from the facility.

Transportation will be provided from the participant's residence to the habilitation site when the service start time is before 12:00 Noon. Transportation will be available from the participant's habilitation site to their residence when the service start time is after 12:00 Noon. The cost for transportation is included in the rate paid to the provider.

Core Activities related to Day Activity Services include:

- Increase and maintain independence in daily living skills,
- Learn appropriate social behaviors and coping skills,
- Experience greater community integration and participation,
- Expand social networks, develop reciprocal relationships and enhance natural supports,
- Express personal choice and satisfaction regarding services, interests, preferences, skills and dreams.

Providers: Day Activity Services will only be rendered by DDSN qualified providers contracted to provide Day Activity Services. Services will be provided in or originate from a DDSN licensed day facility.

Arranging for Services: The need for Day Activity Services must be documented in the Support Plan and the plan must be approved by the DDSN Admin Division before services can be authorized. The cost of services must be added to the State Funded Community Supports Budget Calculator. Under no circumstances may the annual cost limit of the State Funded Community Supports be exceeded. One unit of Day Activity equals one-half day.

To initiate the service following approval by DDSN, an **electronic authorization** must be completed. **The provider must bill DDSN for services rendered as instructed in the SFCS Manual, section 7.** Ongoing Services must be authorized annually at the time of the Support Plan, and as changes are made to the service throughout the plan year. The authorization will remain in effect until a new authorization is issued or a **Notice of Reduction or Termination Form (SFCS Form 4)** is issued.

The "Services Menu" of Service Tracking System (STS) must be updated to indicate the participant is receiving Day Activity.

Monitoring: The Support Plan, which must include Day Activity Services, must be monitored in accordance with SCDDSN Case Management Standards.

Reduction or Termination of Services: When Day Activity Services are being reduced or terminated, the **Notice of Reduction or Termination (SFCS Form 4)** must be used to notify the participant/representative, the provider and DDSN-SURB. See SFCS Manual, section 6, for more information.