

**LOUISIANA CHILDREN'S CHOICE WAIVER
ENVIRONMENTAL ACCESSIBILITY ADAPTATION**

FLOW CHART

**STEP 1
SUPPORT COORDINATION**

- If a need for an Environmental Accessibility Adaptation (EAA) is identified by the recipient/family it is put on the POC at either initial or annual or through a revision request.
- At initial/annual or through a revision request the recipient/family should be asked if they know anyone that can provide this service; if so put the name of the contractor.

**STEP 2
ENROLLED PROVIDER**

- Must coordinate a contractor, if the recipient/family does not have someone in mind.
- Once a contractor is identified, complete section 1 (with assistance of S.C.), of the EAA form with copies to the recipient/family, contractor and S.C.

**STEP 3
SUPPORT COORDINATION AGENCY**

- If an Environmental Accessibility Adaptation was not identified at initial/annual POC, then a revision request must be done and sent along with the EAA Job completion form to the OCDD Regional or Authority/District Waiver Office for approval.
- After approval from the waiver office, the POC revision and EAA Completion form must be sent to SRI for PA and a copy of the approved revision sent to the recipient/family and enrolled provider.

**STEP 4
ENROLLED PROVIDER**

- Initiates the services approved
- Follows-up on the job completion
- Section 3 shall be completed and sent to the S.C. for follow-up.
- Data on completion will be entered into the reporting database and submitted for release of PA for payment.

The enrolled provider is responsible for maintaining recipient fund availability within the waiver allocation year. The provider's signature in Section 1 of the EAA Job Completion form is the provider's statement that funds are available.