

# West Virginia Medicaid Aged and Disabled Waiver

## Overview of *Personal Options*

1/11

*Personal Options* is the self-directed service model within the West Virginia Medicaid Aged and Disabled Waiver (ADW) Program. To participate in *Personal Options*, an individual must be medically and financially eligible for ADW services.

Participants have a monthly budget, which they use to purchase needed ADW services including staff to assist with activities of daily living such as bathing, grooming, eating, etc. Participants can also use part of their monthly budgets to purchase other items and services that promote improved health/safety in the home, or reduce the need for Medicaid services. (Note: Each participant may save and spend a maximum of \$1,000 each year for Participant-Directed Goods and Services.)

In *Personal Options*, the participant is an employer and hires an individual(s) as an employee(s). Participants may hire friends or family members as their employee(s). A spouse, legal guardian, or legal representative acting as decision-maker on the participant's behalf **cannot** be hired as an employee. All employees must meet ADW policy requirements (i.e., First Aid and CPR training, and criminal background check).

*Personal Options* participants have flexibility when determining their employee's/employees' hourly wage. The hourly wage cannot exceed the Medicaid reimbursement rate.

Participants in *Personal Options* have the support of a **Resource Consultant** and a **Fiscal/Employer Agent**. **Resource Consultants** assist participants with the responsibilities of self-direction, such as filing appropriate forms with the state of West Virginia and the Internal Revenue Service to become a registered employer. **Resource Consultants** are also available to advise participants in developing spending plans for monthly budgets. They can also advise participants on how to hire, manage, and supervise employees. **Resource Consultants** monitor health and safety of participants and report any incidents accordingly.

The **Fiscal/Employer Agent** performs payroll and tax functions on behalf of the participant. They also mail or direct deposit employee paychecks for the participant. The **Fiscal/Employer Agent** also files state and federal taxes quarterly on behalf of participants. Participants do **not** handle any money directly.

*Personal Options* participants may transfer to traditional agency services at any time.

Please call **1-866-767-1575** for any questions about the program.