

**Indiana Division of Aging
HCBS Final Rule Participant Interview – Non-Residential Settings**

Visit Information

Date of Interview:
Start Time:
End Time:
Assessor Name:

General Provider Information

Provider Name:
Provider Address:
Provider Contact:

HCBS Compliance

CMS HCBS Standard	Interview Question	Observation (circle one)	Evidence for Observation
The setting is integrated in and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	Do you get to participate in activities of your choice, when you want to?	Yes No	
	Do you get to design a schedule for yourself that takes your needs and wants into consideration?	Yes No	
	Are you able to work, shop, attend religious services, medical appointments, dine out, etc. outside of the setting if you choose to?	Yes No	
	Are there often visitors from the community coming into the setting?	Yes No	
	Do you have the option to use public transportation, taxi services, etc. to go into the community? Do you know how to access that transportation?	Yes No	
The setting optimizes, but does not regiment, individual initiative, autonomy, and independence in making life choices including but not limited to daily activities, physical environment, and with whom to interact.	Do you get to choose with whom you do activities, both in the setting and in the community?	Yes No	
	Can you have meals and snacks at the time and place of your choosing?	Yes No	
	Are you able to dine alone and in private if you choose to?	Yes No	
	Do you know your individual rights in this setting?	Yes No	

The setting facilitates individual choice regarding services and supports, and who provides them.	Do you have a choice in service providers and services you receive?	Yes	No	
	Do you know how to update your choice of providers and services if you want to?	Yes	No	
The setting is selected by the individual from among setting options including non-disability specific settings. The settings options are identified and documented in the person-centered plan and are based on the individual's needs and preferences.	Did you visit other sites when choosing to come here?	Y	N	
	Can you work or volunteer in the community if you choose to?	Y	N	
	Do you like where you are? Not necessarily geography, but this type of location.	Y	N	
The setting ensures an individual's rights of privacy, dignity, and respect, and freedom from coercion and restraint.	Is your information kept private, to the best of your knowledge? For example, there aren't personal schedules posted somewhere.	Y	N	
	Can you get help with things you need help with in the way that you want?	Y	N	
	Do you feel the staff here treats you with respect and dignity?	Y	N	
	Does the staff talk about people when they are not there? Or talk about people like they are not there when they are?	Y	N	
	Is there a place for you to store your things and keep them safe while you are here?	Y	N	
The setting facilitates individual choice regarding services and supports, and who provides them.	Did you have the chance to get to choose who helps you here?	Y	N	
	Do you meet with someone regularly to make sure your wishes are known?	Y	N	
	Do you get to make your own decisions about how you spend your time?	Y	N	
	Do you feel that the staff knows about your interests, needs, and preferences?	Y	N	
	Do you know how to make changes to the services you receive here?	Y	N	

**Indiana Division of Aging
HCBS Final Rule Onsite Assessment Tool – Non-Residential Settings**

Visit Information

Date of Assessment:
Start Time:
End Time:
Assessor Name:

General Provider Information

Provider Name:
Provider Address:
Provider Contact:
Number of Waiver Clients Served:
Does the setting include a memory care unit?
If yes, is it secured?

HCBS Compliance

CMS HCBS Standard	Observational Guidance to Assess Compliance	Observation (circle one)	Evidence for Observation
The setting is integrated in and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.	Does the setting provide opportunities for regular meaningful non-work activities in integrated community settings for the period of time desired by the individual?	Y N	
	Does the setting afford opportunities for individual schedules that focus on the needs and desires of an individual and an opportunity for individual growth?	Y N	
	Does the setting afford opportunities for individuals to have knowledge of or access to information regarding age-appropriate activities including competitive work, shopping, attending religious services, medical appointments, dining out, etc. outside of the setting, and who in the setting will facilitate and support access to these activities?	Y N	
	Does the setting allow individuals the freedom to move about inside and outside of the setting as opposed to one restricted room or area within the setting?	Y N	
	Is the setting in the community/building located among other residential buildings,	Y N	

	private businesses, retail businesses, restaurants, doctor's offices, etc. that facilitates integration with the greater community?		
	Does the setting encourage visitors or other people from the greater community (aside from paid staff) to be present, and is there evidence that visitors have been present at regular frequencies?	Y	N
	Do employment settings provide individuals with the opportunity to participate in negotiating their work schedule, break/lunch times and leave and medical benefits with their employer to the same extent as individuals not receiving Medicaid funded HCBS?	Y	N
	Does the setting provide individuals with contact information, access to and training on the use of public transportation, such as buses, taxis, etc., and are these public transportation schedules and telephone numbers available in a convenient location?	Y	N
	Alternatively, where public transportation is limited, does the setting provide information about resources for the individual to access the broader community, including accessible transportation for individuals who use wheelchairs?	Y	N
	Does the setting assure that tasks and activities are comparable to tasks and activities for people of similar ages who do not receive HCBS?	Y	N
	Is the setting physically accessible, including access to bathrooms and break rooms, and are appliances, equipment, and tables/desks and chairs at a convenient height and location, with no obstruction such as steps, lips in a doorway, narrow hallways, etc., limiting individuals' mobility in the setting? If	Y	N

	obstructions are present, are there environmental adaptations such as a stair lift or elevator to ameliorate the obstruction?		
The setting optimizes, but does not regiment, individual initiative, autonomy, and independence in making life choices including but not limited to daily activities, physical environment, and with whom to interact.	Are there gates, Velcro strips, locked doors, fences, or other barriers preventing individuals' entrance to or exit from certain areas of the setting?	Y	N
	Does the setting afford a variety of meaningful non-work activities that are responsive to the goals, interests, and needs of individuals? Does the physical environment support a variety of individual goals and needs?	Y	N
	Does the setting afford opportunities for individuals to choose with whom to do activities in the setting or outside the setting?	Y	N
	Does the setting allow for individuals to have a meal/snacks at the time and place of their choosing?	Y	N
	Does the setting afford dignity to the diners (i.e., individuals are treated age-appropriately and not required to wear bibs)?	Y	N
	Does the setting provide for an alternative meal and/or private dining if requested by the individual?	Y	N
	Do individuals have access to food at any time consistent with individuals in similar and/or the same setting who are not receiving Medicaid-funded services and supports?	Y	N
	Does the setting post or provide information on individual rights?	Y	N
	Does the setting prohibit individuals from engaging in legal activities in a manner different from individuals in similar and/or the same setting who are not receiving Medicaid funded services and supports?	Y	N

	Does the setting afford the opportunity for tasks and activities matched to individuals' skills, abilities, and desires?	Y N	
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