



Person Centered Plan Policy and Procedure

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I. Purpose

Outline expectations of developing and monitoring the Person Centered Planning process for Adult Case Management.

II. Policy

Person-Centered Plans (PCP or PCPs) will be in compliance with MaineCare Regulations and Office of Aging and Disability Services (OADS) standards at all times. Adult Community Case Management leadership is responsible for monitoring the quality of PCPs.

III. Procedure

UCP of Maine Adult Case Managers will conduct Person Centered Planning consistent with the Department's standards as outlined in 42CFR 441.301, the MaineCare Benefits Manual Chapter 1, Section 6 ("Global Rule"), and Maine's Person Centered Planning – Instruction Guide.

The PCP must be available in the client record with required signatures. If the PCP is not developed within outlined timeframes, there must be adequate documentation in the Client record explaining why there is no PCP.

PCP Addendums must be completed on an as-needed basis whenever there is a change made to any aspect of supports or services the Client is receiving, and Client and Guardian signatures must be obtained to authorize any changes.



Scott Tash, CEO



Date