

P-2320A Time Limits- Stopping the Clock **(continued)**

P-2320A Medical (24-06)

Participants who feel they cannot take part in activities related to their goals based on medical reasons, may qualify for an ACCESS code that stops the clock on the participant's time limit on countable months. Documentation from the participant's medical provider(s) is required to help determine if this is needed.

Active Reach Up participant verbalizes a medical condition that may qualify them for an ACCESS code to stop the clock

Give participant the following form to be completed by the participant's medical provider(s) and explain what the form is used for:

- The Temporary Medical Deferment form ([210TMD](#)) is completed by the participant's provider and includes information about the participant's medical condition(s) and how the condition(s) impacts the participant's ability to take part in activities. The form also indicates how long the health condition(s) will last.
- Equivalent documentation is acceptable in lieu of the Temporary Medical Deferment form ([210TMD](#)). Equivalent documentation includes obtaining a letter from the participant's provider with information about the participant's medical condition(s) and how the condition(s) impacts the participant's ability to take part in activities. Verbal confirmation of this information can be accepted and documented in the participant's case note.
- Enter code 34 in ACCESS with a review date 6 months out using the last day of the month as the end date. At the 6-month review date obtain a new Temporary Medical Deferment form or Equivalent documentation if the participant requests additional time.

Gathering the medical information

Create a plan with the participant to provide the medical form(s). If it is helpful to the participant, fax or email paperwork to their provider. Include this plan on the participant's FDP.

Keep the participant in a code 02 in ACCESS while waiting for the paperwork to be returned.

High risk pregnancy

High risk pregnancy does need to be verified. Verification can be completed through a collateral call to the medical provider. The medical provider can also provide verification in a written statement, or by using form([210TMD](#)) or by using the specific high risk pregnancy medical report form ([210HRP](#)).

Enter the appropriate participation code in ACCESS through the end of the anticipated month of delivery. If the participant continues to need a code that stops the clock in ACCESS after the birth, obtain new paperwork and follow the medical procedure as you would for other medical reasons.

LUND participants

Reach Up participants living at LUND can access a medical code 34 based on their residency status and the services LUND provides. Reach Up participants living at Lund can be placed in a medical code 34 for 6 months using the last day of the month as the end day. If the participant discharges from Lund before 6 months this will need to be re-evaluated at discharge and a new Temporary Medical Deferment or Equivalent documentation obtained as appropriate. If participant stays at Lund longer then 6 months, then this review date can be extended.

Participant goals after requesting medical code to stop the clock

Use Stepping Stones and the goal achievement model to see what goal(s) the participant would like to focus on while the code to stop the clock is being determined, and approved. Create a plan with the participant to achieve their goal(s).

For some participants, their goals will focus on the medical reasons they are identifying as an obstacle. For other participants, different goals may be discovered through motivational interviewing techniques. Encourage participants to engage in whatever activities they are motivated to take part in.

Medical paperwork is not returned

Meet with the participant to find out if they would like to change their plan, or if there is a good cause reason why they did not return the paperwork.

Update the FDP or the goal sheet with the new plan or a new deadline for returning the paperwork. Reach out to the provider to assist the participant with the process of obtaining the paperwork.

Medical paperwork is returned incomplete

Contact the participant's provider to gather the missing information.

Some providers also require their own releases be completed instead of or in addition to the ESD release.

Medical paperwork is returned

Reach Up Case Managers will contact the participant to discuss the recommendations from the provider. Together, they will come to consensus on the length of time the stop the clock code is needed up to 6 months with possibility of extension if it is determined to still be needed.

Reach Up Case Managers should continue to work with families on identifying their short- and long-term goals and use the Goal, Plan, Do, Review and Revise (GPDR/R) process to support participants in breaking these goals into manageable steps.

Sending medical decision

Try to review the medical documentation with the participant and discuss the decision. If the participant is not available to meet, send the participant a Deferment Decision form ([614DD](#)) with basic information about the decision including length of time/dates. The form should include an appointment date and time to discuss the decision with the participant.

Participant disagrees with the medical decision

Consider a redetermination of the medical decision by reviewing current documentation and collecting any additional documentation from the participant's medical provider. If the redetermined decision is still not agreed with, a Fair Hearing can be requested by the participant.

Case Manager Support

Reach Up Participation Codes related to stopping the clock for medical

34 - Medically deferred

35 - Medically deferred and applying for SSI/SSDI

Medical and DISA panels

Codes 34 and 35 cause a DISA pop up box to appear. This will create a DISA panel in the STAT screens.

Name of Disabled Person	Disability Factor W	Medical Decision E	Review Date Mo Da Year 04 30 2021
Katie Beckett Date Mo Year -			
Disability Factor: D - Disability W - RU & FS Temporary Deferment B - Blind X - Not relevant to any factor	Medical Decision: E - Medically Eligible I - Medically Ineligible P - Provisionally Eligible		

Enter Disability Factor of "W" RU & FS Temporary Deferment.

"D" is only used if the person is determined disabled by the Social Security Administration and should not be used for entering a Reach Up stop the clock code.

Enter Medical Decision as "E" Medically Eligible.

The review date that is entered on the WORK screen should auto-populate.

Voluntary participation for participant who is hospitalized, in need of acute care, or in need of emergency health services

If a participant informs you they are hospitalized or in need of acute emergency health services the participant can elect for voluntary participation in the Reach Up Program versus a medical code to stop the clock. Discuss with the participant the benefits and supports of working with a Reach Up Case Manager. If the participant is interested in participating in case management services, then schedule a meeting a minimum of monthly by participant preference (phone, virtual, in person, home visit). Work with the participant around identifying a goal using Goal Plan Do Review Revise (GPDR/R) and create a Family Development Plan. Offer all regular Reach Up Case Management services, however the participant would not be conciliated or sanctioned for non-engagement during this time frame. If the participant is not interested in case management services then continue to check in a minimum of monthly to ensure participant is aware of services and supports in the event they would like to

begin engaging in goal setting. Place the participant in a code 34 and set a review date of three months. Follow the stop the clock procedure as noted above to collect medical documentation. If after three months the participant is requesting more time than you would consult with a Reach Up Supervisor to determine next steps and what level of supports are needed.