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**Department of Health Care Services**



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## INSTRUCTIONS FOR ALW WAITLIST REQUEST FORM

Please complete the form by providing the information as indicated. Waitlist requests are processed on a first-come, first-served basis, established by the date a complete request is received.

### GENERAL INFORMATION

- Name – Member's name
- Home Phone
- Date of Birth, Gender, Marital Status
- Client Medi-Cal ID Number (9 digit CIN)
- Address and Current County of Residence
- Care Coordination Agency (CCA)
- Current Residence Type
- Legal Authority – Include name of DPOA, relationship and phone number if applicable

### CURRENT PROGRAM AND SERVICE INFORMATION

- Check all that apply

Descriptions of programs and services are included below to provide options that can be considered for support while the member awaits an available slot on the ALW program.

**Adult Day Health Care (ADHC) also known as Community-Based Adult Services (CBAS)** – CBAS is an optional Medi-Cal benefit that replaced the ADHC after March 31, 2012. The CBAS Program is a licensed community-based day health program that provides services to older persons and adults with chronic medical, cognitive, or mental health conditions and/or disabilities that are at risk of needing institutional care. For further information on this program, please go to:  
<https://cda.ca.gov/ProgramsProviders/ADHC-CBAS/>

**California Community Transitions (CCT)** – CCT is a Medi-Cal benefit for members who have continuously resided in state-licensed health care facilities for a period of 90 consecutive days or longer. Facility stays for short-term rehabilitation services reimbursed by Medicare are not counted toward the 90-day required period. Lead Organizations employ or contract with transition coordinators who work directly with willing and eligible individuals, support networks, and providers to facilitate and monitor their transition from facilities to community settings. Eligible individuals of all ages with

physical and mental disabilities have an opportunity to participate in CCT. For further information on this program, please go to:

<http://www.dhcs.ca.gov/services/ltc/Pages/CCT.aspx>

**Cal MediConnect\*** – Cal MediConnect is a Medicare/Medi-Cal program that coordinates health care delivery to seniors and people with disabilities who are dually eligible for both programs. For further information on this program, please go to:

<http://www.dhcs.ca.gov/Pages/DualsDemonstration.aspx>

**Home Health Agency** – Type of services offered: Attendant Care, Certified Home Health Aide (CHHA), RN and/or LVN Nursing

**Hospice** – Hospice is a Medicare/Medi-Cal benefit for beneficiaries with a terminal diagnosis. For further information on this benefit, contact the applicant's physician.

**In-Home Supportive Services (IHSS)\*\*** – Hours are authorized per month for in-home assistance.

To obtain IHSS eligibility information, please contact the applicant's county of Department of Social Services office and ask for the IHSS Intake Department.

**Multipurpose Senior Services Program (MSSP)\*\*** – MSSP is an HCBS waiver benefit for Medi-Cal beneficiaries over the age of 65 that provides general services and nursing support. For further information on this program, please go to:

<http://www.dhcs.ca.gov/services/medi-cal/Pages/MSSPMedi-CalWaiver.aspx>

**Nursing Facility/Acute Hospital (NF/AH) Waiver\*\*** – NF/AH Waiver is a Medi-Cal benefit that provides assistance to support a participant in his/her home as an alternative to care in a licensed institutional facility. Services include: Case Management, Transitional Case Management, Community Transition, Private Duty Nursing, Family Training, Environmental Accessibility Adaptations, Waiver Personal Care, Life-Sustaining Medical Equipment Operation Expenses, Habilitation, Respite Care, and Personal Emergency Response Systems. For further information on this program, please go to <http://www.dhcs.ca.gov/services/ltc/Pages/In-HomeOperations.aspx>

**Program of All Inclusive Care for the Elderly (PACE)\*\*** – PACE is a Medi-Cal benefit that provides all needed preventative, primary, acute, long-term care, social and rehabilitative services through one comprehensive program to eligible seniors, 55 years or older. For further information, please call 1-888-633-7223, or go to:

[www.CAIPACE.org](http://www.CAIPACE.org).

**Regional Center** – Regional centers are nonprofit private corporations that contract with the Department of Developmental Services (DDS) to provide or coordinate services and supports for individuals with developmental disabilities. They have offices throughout California to provide a local resource to help find and access the many

services available to individuals and their families. For further information on this program, please go to: <http://www.dds.ca.gov/RC/index.cfm>

**Senior Care Action Network (SCAN)\*\*** – SCAN Health Plan, as a Medicare Advantage Special Needs Plan, offers health and long-term care services to eligible Medicare/Medi-Cal beneficiaries over the age of 65 years. For further information, please call 1-877-452-5898, or go to: [www.scanhealthplan.com](http://www.scanhealthplan.com).

## SUMMARY INFORMATION

Completed ALW Waitlist Request Forms should be submitted by email to: [DHCSALWCCAassessments@dhcs.ca.gov](mailto:DHCSALWCCAassessments@dhcs.ca.gov) using the subject line "Waitlist Request."

Members may be placed on the waitlist while enrolled in Cal MediConnect **but MUST be disenrolled from Cal MediConnect before an ALW application can be submitted \***.

Members may be placed on the waitlist and submit an application while receiving services from IHSS, MSSP, NF/AH, PACE, SCAN or other Medi-Cal service plan that would duplicate services **but MUST coordinate discontinuation of these services before enrollment in ALW can be completed\*\***.

Members may be placed on the waitlist and submit an application if they reside outside of the 14 ALW service counties. **The county of residence must reflect an ALW service county before enrollment can be completed.**

Members may be placed on the waitlist and submit an application if they have an aid code and/or SOC that is incompatible with ALW enrollment. **The aid code and/or SOC must be resolved before enrollment can be completed.**

CCAs are responsible for checking Medi-Cal eligibility monthly to give them time to work with members to resolve issues that could affect the submission of an ALW application. CCAs should also inform potential applicants to contact them immediately if they receive notification of eligibility issues that should be resolved before an ALW application can be submitted.

CCAs must contact ALW to remove a member from the waitlist should the applicant request to be removed; select to permanently stay with other service choices to meet their needs; relocate; have a significant change in health care needs that would no longer meet ALW enrollment criteria; or have a permanent loss in Medi-Cal eligibility status.