



NETWORK *Notification*

Notice Date: June 20, 2025
To: CareSource PASSE Providers
From: CareSource PASSE
Subject: **Update** - Person-Centered Service Plan and Waiver Requests

Summary

The Service Determination team at CareSource PASSE conducts Prior Authorization reviews for Home and Community-Based Services (HCBS) waiver services. As part of the waiver authorization process, a thorough examination of the member's Person-Centered Service Plan (PCSP) is required. This plan is created by the PASSE Care Coordinator and is informed by a detailed, multi-disciplinary assessment that identifies the member's needs. The PCSP must address these needs in a personalized way. It serves as the essential framework to support individuals in living safely and successfully within their own homes or communities.

The Code of Federal Regulations governing the 1915(c) and 1915(i) waiver plans clearly states the PCSP must reflect the services and supports that are important for the individual to meet the needs identified through an assessment of functional need, as well as what is important to the individual regarding preferences for the delivery of such services and supports (42 CFR §441.301(c)(2).

As a result, when new waiver services and supports are identified by the provider through the guardian or member, it is important to communicate with the Care Coordinator to ensure the PCSP reflects the needs of the member and how it will support living independently in their community. PCSPs are developed annually but can and should be updated as new needs arise to include a new waiver service. Failure to have all service and supports needs identified on the PCSP can result in a lengthier authorization decision time frame.

Providers can obtain a copy of the PCSP from an assigned member's Care Coordinator. Providers can also request a copy of a member's PCSP by sending a request to CareCoordination@CareSourcePASSE.com.

Questions?

For HCBS waiver authorization issues please contact ServiceDeterminations@CareSourcePASSE.com

For Care Coordination assistance please contact: CareCoordination@CareSourcePASSE.com.

Additional Resources

[CareSource PASSE Provider Manual](#)

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