



COMMUNITY FIRST CHOICE (CFC)

Information for Families Aug 1, 2025

Covering:

- What is CFC
- How to Qualify
- Exploring CFC Services
- CFC-PCS workers who are Legally Responsible Individuals (LRIs)

Senior and Disabilities Services (SDS) Training Unit
sdstraining@alaska.gov

Community First Choice (CFC) Services Option

How these services help: They support you to be as independent as you can be in your home.

How to qualify: Apply and be approved for Alaska Medicaid. Complete the Person-Centered Intake process through the Aging and Disability Resource Centers (ADRC) or the Developmental Disabilities Resource Connection (DDRC). Choose a care coordinator. With care coordinator help, apply for the Community First Choice option. Get an assessment from SDS. Meet level of care for one of the following:

- Nursing Facility Level of Care (NFLOC)
- Intermediate Care Facility for Individuals Intellectual Disabilities (ICF-IID)
- Institution for Mental Disease (IMD) (must be under 22 or over 65 years of age)

CFC Services and page number with service summary:

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Terms and Conditions: Each CFC service has its own limits and rules. Please see each service summary for details. Some services need a second assessment to help SDS understand the help you need. You can't get CFC services if you live in a licensed assisted living home and receive Home and Community Based Waiver residential services.

Medicaid has lots of rules. A main rule is you cannot have a "duplication of services". This means having help from one source (Medicaid or from somewhere else) and then get the same or similar help from a different Medicaid service at the same time. It does not matter who gives you that help or how its paid for. You and your Care Coordinator will have to describe how you will use the CFC services, so they do not duplicate any other services. Chore and Personal Care Services are examples of CFC services that are a lot alike. Both may have a worker keep your home clean, prepare meals for you and more. You may have to choose which services will support your independence while applying for CFC.

Care Coordination or Targeted Case Management

How does it help: A Care Coordinator helps you if you have the Home and Community Based Waiver, and/or CFC. Care Coordinators help Alaskans understand and choose Medicaid long term services and supports. They also make sure services meet quality standards. Care Coordinators support you with Targeted Case Management if you only have CFC services (and you do not have Waiver services).

How to apply and qualify: Care Coordinators (CCs) help Alaskans who have Medicaid and need help for everyday living because of a disability to apply for Waivers and other state plan services. They also coordinate needed medical, social, and other services, no matter the funding source. This means they give you information about other community resources that could help you.

This service will not: Provide any other services.

Service Planning Tips: What do you need to know for choosing a CC?

This person will learn personal information about you and discuss personal and maybe difficult topics. Try to interview at least three CCs and ask the same type of questions to help you decide who will best serve you:

1. I have (or my loved one has) _____. (Autism, chronic heart condition, ADRD, etc.) Do you have experience helping people who have this?
2. What should I expect from you as my CC?
3. If I need help with a service, or staff, how do you help?

What to expect after choosing a Care Coordinator:

- Read, or have explained to you, understand, and sign a lot of forms:
 - Choosing (appointing) your Care Coordinator form.
 - “Release of Information” forms so my CC can gather medical records and communicate with the state about my paperwork.
- Answer personal questions about goals, interests, health, living environment, and preferences.
- Help prepare and sign an application for CFC and/or Home and Community Based Waiver Services.
- Work with the CC to make a Planning Team and have a meeting together (if eligible for services).
- Help prepare and sign a Support Plan that details services for a year.
- Depending on your Waiver type, or CFC Plan, meet in person with your care coordinator at least once every six months. Also, be in monthly contact with the CC by phone or distance delivery. The minimum number of these monthly contacts depends on your Waiver type. If you have a CFC-only plan, your plan will outline these contacts. Discuss if the services are meeting needs (and changes to services as needed). You can always reach out to your Care Coordinator when you need to.

Support Plan and Service Plan

How do they help: Support Plans and Service Plans map the services that help you live independently in your community. They last a year at a time.

What is a Support Plan: A legal document that requests both Home and Community Based Services and Community First Choice Services. It has other information such as emergency contacts, health needs, personal goals, and how you want your services.

What is a Service Plan: A legal document that defines how much Personal Care Services (PCS) time you get. After you get an assessment, SDS will create your Service Plan based on what everyday activities you need help with.

Service Planning Tips: What you need to know about Support Plan Development and changing your PCS Service Plan:

- **Support Plan Development:** The provider agencies you choose will have a worker help with your Support Plan. You will choose others who you want to help. Your Care Coordinator will help put the team together. You will have a meeting to talk about your plan. Think about how services can help you during the year. It is important to tell what you want, your concerns, and goals during planning. Your plan must support your lifestyle. Services may have limits to how they can help, but they can support you towards your overall life goals.
- **Service Plan:** Your Care Coordinator, PCS agency, and Personal Care Assistant will work with you to plan and do Personal Care Services in the amount and type in the Service Plan. Effective Aug 1, 2025, the Personal Care Services agency is responsible for submitting CFC-PCS Amendments per the CFC Regulations. If your needs change, let your planning team know. It may be necessary for you to get another assessment to create a new Service Plan that will meet your needs for the plan year, or submit an amendment with medical records.

Alaskan laws related to:

- Support Plan Development:
 - HCBWS Regulations: 7 AAC 130.217 and .218
 - CFC Regulations: 7 AAC 127.039
- Service Plans:
 - PCS Regulations 7 AAC 125.020, .024, and .026.

CFC Regulations 7 AAC 127.090 and .095

Chore

How does it help: Household help for an Alaskan to remain independent and age in place. Examples of the services include:

- Cleaning your home in rooms you use.
- Shopping and light meal prep.
- Heavy household chores.
- Snow shoveling so you can enter and exit your home safely (shoveling from home to vehicle, shoveling entryway and exit.)
- Chopping wood, if this is how you heat your home, hauling water if this is how you get water to your home, disposing of human waste if you use a honeybucket or similar sanitation.

How to apply and qualify: Apply for Chore with the Community First Choice option. After connecting with the ADRC/DDRC, choose a Care Coordinator who will help you apply. You will get an assessment so SDS can understand your needs. If you qualify services, your Care Coordinator will request this service on your Support Plan to explain the way you will have Chore help in your home.

Limits of this service include:

- Replacing what an unpaid caregiver (Spouse or Parent) can do to assist, or what is done by a landlord/property management.
- A paid provider of Chore cannot live in the same residence as the recipient.
- If more than one person with Chore is in the same residence, requests are reviewed for duplication.
- Generally, the service is not available for more than 10 hours a week.
- If you have Personal Care Services (PCS) and it includes Instrumental Activities of Daily Living (IADLs), you cannot also have Chore.

Service Planning Tips: If planning to use Chore services.

- Think about what household tasks prevent your independence. These are tasks that Chore could possibly do.
- How would you like chores completed in your home? (Types of cleaning products, where wood is stacked, types of meals prepared.)
- How often do you need chores completed? (Daily, weekly, seasonal chores.)

Alaskan laws related to service: 7 AAC 127.087

Personal Emergency Response System (PERS)

How does it help: A button that an Alaskan can use to call for help in an emergency in or around their home. It could be a wearable button or set up another way so you can push it.

How to apply and qualify: PERS is a Community First Choice (CFC) service. You must apply and qualify for CFC before you can request this service. PERS will not be authorized if the person does not live independently. If you live with others, you must explain in your support plan why you need this service. (People living in an assisted living or group home can't get a PERS because they have staff available to assist in an emergency.)

Children under the age of 18 do not qualify for PERS because their family supervises and responds to emergencies to keep them safe.

Service Planning Tips: What you need to know when planning to use this service over a year:

- The system must be installed in your home, whether you own or rent.
- The system must be regularly tested to confirm that it is working.

Alaskan laws related to PERS: 7 AAC 127.085

CFC Personal Care Services (CFC-PCS)

How does it help: Hands on help at home with physical care needs such as bathing, eating, moving around the home, toileting, and transferring (going from bed to chair or from one place to another in home). This service can also assist shopping, meal prepping, and tidying up rooms you usually spend time in at home.

How to apply and qualify: After connecting with the ADRC/DDRC, you will be encouraged to contact a Care Coordinator who can help you apply. An assessment from SDS is needed to better understand your needs. If you qualify for services, this assessment sets the amount of time PCS services you will help you. Children under 6 years old cannot qualify for Personal Care Services.

This service will not:

- Help with anything other than what is on your CFC Personal Care Services Plan.
- Take care of anything other people in your household need- the help is only for you.
- Replace help you get from others.

Role of a Personal Care Assistant (PCA): You will work with a CFC-PCS agency to hire a person who can safely meet your needs in your home. Tell this worker how to help you the way you want. The resource booklet “Your PCA and You” can help you refer someone you trust and are comfortable with to be hired at the agency.

Service Planning Tips:

- Think about having someone help you in your home. What works best for you? Even if there are limits to the time and way help is offered.
- If your needs change you can request another assessment to adjust your services.
- CFC Personal Care Services cannot duplicate other services or people who give you the same help.¹

Can CFC-PCS be used during travel? Yes, within limits:

- It must be requested and be approved before travel begins.
- It must be the same care that is provided at home.
- The travel may be for medical, education, or vacation, or work/job related purposes.
- The travel must be within the United States.
- The worker’s transportation, room and/or meals will not be paid for.
- Except for special circumstances, CFC-PCS while traveling must be less than 30 days in a year.

Alaskan laws related to service: 7 AAC 127.010-127.990

¹ Duplication is the situation where two or more services do the same thing, at the same time for an Alaskan.

Supervision and Cueing

How does it help: A personal care assistant offers reminders and redirection to support an Alaskan to complete tasks within their home.

How to apply and qualify: Apply through the Community First Choice Option. After connecting with the ADRC/DDRC, you will be encouraged to connect with a Care Coordinator that will help you apply. An assessment from SDS is needed to better understand your needs. The assessment sets the amount of Supervision and Cueing you may qualify for.

This service will not:

- Teach new skills.
- Duplicate habilitative services.
- Be delivered outside of your home.
- Apply to tasks that are not on your Service Plan.

Role of a worker: The worker will remind you to complete tasks within your home. You must be able to fully complete them with the help of reminders and someone to supervise you while you are doing it. They may assist you by showing you, giving reminders, or setting up the environment for you to successfully complete a task.

Service Planning Tips: Think about activities and tasks in your home which you could use some helpful reminders and assistance. Then consider how someone could support you to complete them. Examples of activities can vary from getting dressed to daily tasks like cooking.

Alaskan laws related to service: 7 AAC 127.040.

Skill Building

How does it help: Training from a Personal Care Assistant (PCA) to build skills of self-care for independence. The Alaskan chooses skills to work on to help accomplish self-care activities and daily tasks needed to live independently. Examples include taking medicine independently, using new communication technology for inclusion, or operating kitchen appliances.

How to apply and qualify: Apply through the Community First Choice Option. After connecting with the ADRC/DDRC, you will be encouraged to connect with a Care Coordinator that will help you apply. An assessment from SDS is needed to better understand your needs. The assessment will tell if you qualify and give guidance on the skills that you may work on with this service. Your Care Coordinator will also have to request this service on your Support Plan to explain the way your PCA will help you build your skills.

Role of a PCA: This person will follow your Support Plan to make sure that you are safely developing the skill that supports your independence.

This service will not:

- Be available for more than three continuous months. (Time Limited.)
- Duplicate or be duplicated by habilitative services that teach skills.
- Apply to tasks that are not on your Service Plan.

Service Planning Tips:

- Think about barriers to your independence or inclusion. Choose a task on your Service Plan for help with building your skill.

Alaskan laws related to service: 7 AAC 127.040

Training for Families on Personal Care Services: Your PCA and You

A booklet to help families learn more about choosing, managing, and dismissing a personal care assistant. Ask your Care Coordinator or Personal Care Service agency for a copy of the booklet, or email SDSTraining@alaska.gov for a copy.

Questions about Community First Choice?

Contact the Aging and Disability Resource Center. Call Toll Free:

Connect with **SDS Training** by:

- Email: sdstraining@alaska.gov
- Telephone: 1-800-478-9996 or 907-269-3666
- Visit the virtual Training Office Hour for Individuals and Families: every 1st and 3rd Monday 12-1pm, ZOOM: <https://us02web.zoom.us/j/9910842668?pwd=R1FERThwYmZ2MkQrNjQzTTVYL2hOUT09>

CFC-PCS Workers who are Legally Responsible Individuals (LRIs)

An LRI is someone who has a legal duty to support the care of another person. They can be a spouse, a parent of a minor child (and the child is over age 6 and receives CFC-PCS), or a court appointed guardian.

(A “power of attorney” is a legal representative. Since they are elected or chosen by an adult to act on the adult’s behalf, they are not considered an LRI for CFC-PCS.)

For CFC-PCS ONLY - Your service may be provided by your LRI. The LRI must be hired by the CFC-PCS agency, provide the service according to the approved Service Plan, and document the services as provided.

You may need to pick someone (called a Designee) to verify the timesheets for the CFC- PCS your LRI provides.

If you do, you must fill out a “Representative Designee” form with the agency that employs you. The agency keeps this form in your file. The CFC-PCS agency should give you and/or your LRI the form. They can find the form on the Senior and Disabilities Services website.

A Designee is someone who:

- Is at least 18 years of age
- Lives in the same community as the Alaskan getting the CFC-PCS
- Can verify and sign the LRI’s timesheets
- Is **not** an employee of any home health or CFC-PCS or Personal Care Services agency

Questions? Contact your Care Coordinator or your CFC-PCS agency.

With the CFC Regulations effective Aug 1, 2025, some of the CFC-PCS responsibilities shift from the Care Coordinator to the CFC-PCS Agency.