

WHODAS Training

Part 1

1915(i) Medicaid Policy & Procedures

Rev. 11/1/22

Completing the WHODAS for the 1915(i)

The information is for anyone administering the WHODAS for the purpose of determining 1915(i) eligibility.



You are taking this training because you will be administering and scoring the WHODAS for the purposes of determining 1915(i) eligibility.



This training is in addition to the required 1915i WHODAS Policy, Part II Training, review of the WHODAS 2.0 Manual.

NOTICE

The Centers for Medicare and Medicaid Services (CMS) placed several requirements on the state prior to approving the use of the WHODAS for the 1915(i).

The information contained in this power point captures those additional CMS requirements and must be followed in those instances which the World Health Organization's website instruction differs.

For example, the WHO website instructions do not require face-to-face administration of the WHODAS, yet CMS requires face-to-face administration of the WHODAS when utilized for the 1915(i).

What is the WHODAS 2.0?

The World Health Organization Disability Assessment Schedule (WHODAS) is an instrument developed by the World Health Organization (WHO) to provide a standardized method for measuring health and disability across cultures.

The WHODAS...

- Is directly linked to the International Classification of Functioning, Disability and Health (ICF)
- Measures health and determines the level of need of an individual
- Is currently utilized throughout the NDDHS Behavioral Health system
- Is used across all diseases including mental, neurological, and addictive disorders
- Is applicable in HCBS settings, across cultures, and in all populations across the lifespan

WHY IS THE
WHODAS
USED FOR
THE 1915i?

The WHODAS Serves Dual Purposes for the 1915(i)

1. Determination of Member Eligibility for the 1915(i)

- An overall Complex Score of 25 or above is required.

2. Determination of Need for Individual Service Authorization

- The individual domain scores will assist the 1915(i) Care Coordinator with identifying the member's needs to determine which of the 1915(i) services will be authorized. While building the person-centered plan of care, the Care Coordinator and the member will identify goals. The domain scores will identify the member's needs and determine which of the 1915(i) services will be authorized.

The World Health Organization confirmed the existing WHODAS 2.0 is suitable for individuals across the lifespan.

In those cases where a given question may not be applicable, for example in the case of a small child, there is a mechanism outlined in the WHODAS User Manual for how to calculate the score when having dropped a question or two.

Face-to-
Face
Interview

Face-to-
Face
Proxy

CMS Allowable
Modes of
WHODAS
Administration
for the 1915(i)

Mode 1 Interview

The WHODAS 2.0 will be administered face-to-face by an agent who is independent, trained and qualified.

Mode 2 Proxy

An individual's legal guardian may provide a third-party view of functioning under certain circumstances.

The WHODAS Overall Complex Score



The WHODAS will provide a reliable overall complex score to ensure the individual meets the eligibility criteria of the 1915(i).



A comprehensive complex score of 25 or above is required for 1915(i) eligibility.

Scoring the WHODAS

The WHODAS offers several scoring options, however, the 1915(i) requires assessors to use the Complex scoring method.

The more complex method of scoring is called “item-response-theory” (IRT) based scoring; it takes into account multiple levels of difficulty for each WHODAS 2.0 item.

This type of scoring for WHODAS 2.0 allows for more fine-grained analyses that make use of the full information of the individual’s responses.

Domain Scores

In addition to the overall summary score, the WHODAS 2.0 domain scores produce domain-specific scores for the six different functioning domains – cognition, mobility, self-care, getting along, life activities (household and work), and participation.

The domain scores provide more detailed information than the summary score. The domain scores will be utilized by the Care Coordinator in the person-centered POC process to determine the member's need for each of the 1915(i) services and ultimately determine which services will be authorized for the member.

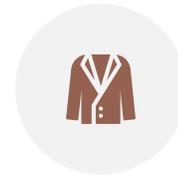
The 6 Domains



Cognition
understanding &
communicating



Mobility
moving & getting
around



Self-care
hygiene, dressing,
eating & staying
alone



Getting along
interacting with
other people



Life activities
domestic
responsibilities, leisure,
work & school



Participation
joining in community
activities

1915(i) Eligibility Application (SFN 741)

The SFN 741 1915(i) Eligibility Application serves as the official request for 1915(i) eligibility determination.

The purpose of the form is to collect the Diagnostic and WHODAS information required for the individual's 1915(i) eligibility to be determined.

The SFN 741 1915(i) Eligibility Application is located here:

<https://www.nd.gov/eforms/Doc/sfn00741.pdf>.

1915(i) Eligibility Application (SFN 741)

The diagnosis section of the application must be completed by the diagnosing professional providing the member's diagnosis.

The WHODAS section of the application is completed by you, as the "independent, trained and qualified practitioner" completing the WHODAS assessment.

The completed application plus the WHODAS assessment and scoring sheet is provided to the 1915(i) Zone Eligibility Worker.

Completing the WHODAS Section of the SFN 741 1915(i) Eligibility Form

Following the administration of the WHODAS 2.0, the WHODAS administrator completes the section of the SFN 741 1915i Eligibility form to document the information required for eligibility determination.

It is the responsibility of the applicant, or individual properly seeking services on behalf of the applicant, to provide the 1915(i) Zone Eligibility Worker with the completed SFN 741 containing the overall complex score and individual domain scores, and signed by the WHODAS administrator. The Human Service Center Electronic Health Record printout indicating the individual's WHODAS scores may be submitted to the Zone rather than the 1915(i) WHODAS score sheet.

The WHODAS must have been completed within 90 calendar days prior to the date of the initial eligibility application submission; and within 90 calendar days prior to the date of each subsequent eligibility redetermination application submission.

Who Can Administer the WHODAS Used for 1915(i) Eligibility?

INDEPENDENT, TRAINED & QUALIFIED PRACTITIONERS

CONFLICT OF
INTEREST
STANDARDS
IMPACTING
THE WHODAS

There are federal regulations involved with operating a Medicaid funded program.

Conflict of Interest Standards prohibit 1915(i) enrolled service providers from administering the WHODAS for members they provide 1915(i) services.

Agents Administering the WHODAS for 1915(i) Eligibility Must Be “Independent”

Agents administering the WHODAS for 1915(i) eligibility must be “Independent”, meaning they cannot:

01

Be related by blood or marriage to the individual or to any paid caregiver of the individual;

02

Be financially responsible for the individual;

03

Be empowered to make financial or health related decisions for the individual; or,

04

Have a financial interest in any entity paid to provide care to the individual.

Agents
administering
the WHODAS
must be a
“Trained &
Qualified
Practitioner”

A trained, qualified practitioner is defined as:

An independent agent completing review of the WHODAS Manual and associated training on the administration and scoring of the WHODAS 2.0 for the 1915i.

Required WHODAS Training

Required training includes review of the following:

- Review of the two WHODAS PowerPoint trainings found on the 1915(i) website,
- Review of 1915(i) WHODAS Policy found on the 1915(i) website, and
- Review of the WHODAS 2.0 Manual, including completion of the test used to assess knowledge related to administration of the WHODAS 2.0 located in Chapter 10 of the WHODAS Manual.

WHODAS Resources You Will Need

WHODAS: Part 1 – 1915(i) Policy and Procedures

- [Download the PowerPoint](#) - revised 1.01.2022

WHODAS: Part 2 – Administration and Scoring

- [Download the PowerPoint](#) - revised 5.5.2021
- [Watch the Training](#) - revised 3.1.2021

WHODAS Resources

- [WHODAS 2.0 Manual](#)
- [WHODAS Complex Scoring Sheet](#)
- [WHODAS Policy: Needs-Based Eligibility and WHODAS](#)

WHODAS 2.0 Assessments

- [Interview](#)
- [Proxy](#)

Verification of “Independent” & “Trained & Qualified”

WHODAS Administrators must keep documentation to verify:

1. They are “Independent”, meaning they:

- Are not related by blood or marriage to the individual or to any paid caregiver of the individual;
- Are not financially responsible for the individual;
- Are not empowered to make financial or health related decisions for the individual; or,
- Do not have a financial interest in any entity paid to provide care to the individual.

2. They are “Trained & Qualified”, meaning they:

- Have completed Parts I & II WHODAS Trainings located on the 1915(i) Website; and,
- Have reviewed the WHODAS 2.0 Manual.
- Have reviewed the 1915(i) WHODAS Policy