



# City of Edmonds Disability Board

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## POLICY AND PROCEDURE

Effective: As approved by the Board at the October 18, 2011 Disability Board Meeting  
Revised: Approved by the Board at the July 2015 and October 2017 Meeting(s).

**SUBJECT: LONG TERM CARE REIMBURSEMENT POLICY (IN HOME CARE AND/OR ASSISTED LIVING CARE, NURSING HOME CARE and/or ADULT FAMILY HOME CARE), #08-11**

A benefit is provided by the City of Edmonds Disability Board for the reimbursement/payment of long term care (LTC) costs. LTC includes in home and/or assisted living care, nursing home care and/or adult family home care costs.

- Pre-approval, whenever feasibly possible, is required by the Board. The Disability Board requires written notification if the LEOFF 1 member enters a long-term care facility or if the member changes facilities.
- Any LTC costs will be reviewed and approved by the Disability Board on a case-by-case basis.
- Any request for LTC costs shall be submitted in writing by the LEOFF 1 member's physician to the Disability Board for approval. The maximum monthly benefit amount for any long term care services shall be based on the average cost of three (3) private nursing facilities within the LEOFF 1 member's living area at the 24 hour a day, semi-private room rate.
- Any charges for services associated with in-home care must be substantiated by a physician's report of medical necessity.
- Recertification of medical necessity may be required at a minimum of every (6) months (or sooner as determined by the Board).
- In-home services not covered are those of a custodial or housekeeping nature such as: house-cleaning, laundry services, recreational companionship and other homemaker tasks.
- Only those LTC services provided by a bonded and licensed provider shall be considered for approval.
- All services will be reviewed and approved by the Disability Board based on medical necessity and the documentation provided by the member and their health care provider in accordance with RCW 41.26.
- The Board may request a second medical opinion for the LEOFF 1 member's medical situation by an independent medical examiner of the Board's choosing (a

physician other than the attending physician of the LEOFF 1 member). The cost associated with this examination will be paid for by the City.

- Recertification of medical necessity may be required at a minimum of every (6) months (or sooner as determined by the Board).

**NOTE:** Any special needs above and beyond the amount set in this policy are subject to appeal by the LEOFF 1 member to the City of Edmonds Disability Board with appropriate medically necessary documentation. This policy will be reviewed by the Disability Board on an annual basis.