

Professional Home Health Care, Inc.

PCP and RCP Tasks for HCBS Clients

As a Personal Care Provider (PCP) or Relative Care Provider (RCP) for Professional Home Health Care, Inc. (PHHC) you will be assigned to provide care to HCBS (Home and Community Based Services) clients. This service is paid by the state of Colorado through the Medicaid program and has strict rules on which services may or may not be provided by you.

Task	Allowed	Not Allowed
Transfers and Ambulation	Allowed if the patient is generally independent and needs only stand-by assistance.	Not allowed if any equipment is needed for transfer. Not allowed if the patient has poor balance, is in a weakened state, and/or is a high risk for falls. Not allowed if the patient needs any assistance with the transfer.
Accompanying Client Outside of Home	Allowed to accompany patient to medical appointment and to other services ONLY if assigned on the care plan, and when all care provided in relation to the trip is non-skilled.	PCPs and RCPs shall NOT transport patients.
Application of Braces, Splints, Artificial Limbs, or other Devices	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Normal Range of Motion	Nothing allowed.	PCP / RCP is NEVER allowed to assist with range of motion exercises.
Exercises	Allowed only if this task is on the patient's plan of care.	Not allowed to assist with exercises if they are prescribed by a nurse or other healthcare professional (Physician or Therapist).
Personal Hygiene	Allowed if the tasks are on the patient's plan of care.	Not allowed if the patient is in need of skilled assistance with dressing. Not allowed if the patient has poor balance, is in a weakened state, or is a high risk for fall. Not allowed if the patient is at high risk for skin breakdown. Not allowed if the patient's skin is broken.
Skin Care	Allowed If skin is intact. Allowed if the patient has NO or LOW potential for skin breakdown. Allowed if care is preventative in nature (may include application of lotion to reddened or bony areas.)	Not allowed if the patient's skin is broken. Not allowed if potential exists for infection. Not allowed if the patient has an active, chronic skin problem.

Task	Allowed	Not Allowed
Care of Pressure Sores	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Dressing - assist to dress with/without assistive devices	PCP / RCP is allowed to assist with patients' dressing ONLY if the task is assigned on the care plan.	Not allowed if skilled skin care is necessary in conjunction with dressing. Not allowed to apply anti-embolism (TED) stockings and/or other stockings. Not allowed to apply ACE wrap for treatment of edema with specific direction from nurse.
Nail Care	PCP / RCP is allowed to provide nail care ONLY if the task is assigned on the care plan.	Not allowed if patient has any peripheral circulatory problem, or loss of sensation (Diabetes, MS, PVD, Raynauds Phenomenon, and/or PAD, etc.)
Shampoo	PCP / RCP is allowed to shampoo patient's hair ONLY if the task is assigned on the care plan.	Not allowed if patient has skilled skin care, skilled dressing, skilled transfers, cervical traction, hair loss from radiation, or psoriasis, pediculosis, or other infectious conditions.
Shaving	PCP / RCP is allowed to shave client ONLY if the task is assigned on the care plan, and ONLY with an electric razor.	Not allowed to shave client with a razor blade(s).
Oral Hygiene	PCP / RCP is allowed to perform oral hygiene ONLY if the task is assigned on the care plan.	Not allowed if patient requires skin care in conjunction with shaving. Not allowed if patient has Injury or disease of the mouth, head, neck, or any communicable disease. Not allowed if patient requires oral suctioning in conjunction with oral care.
Warm/Cold Application	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Respiratory Care	PCP / RCP is allowed ONLY to clean oxygen tubing or temporarily remove cannula/ mask for the purpose of cleansing the patient's face or shaving patient.	Not allowed to adjust patient's oxygen flow. Not allowed to turn off oxygen or turn on at prescribed flow rates.
Bladder Care	PCP / RCP is allowed to perform bladder care ONLY if the task is assigned on the care plan. May include: -assisting to/from bathroom, -assisting with bedpan, urinal, commode, -changing clothing/pads for an incontinent patient and -hygiene measures to ensure cleanliness.	Not allowed if patient is in need of skilled skin care. Not allowed if patient is in need of skilled transfer.

Task	Allowed	Not Allowed
Catheter Care	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
External Catheter Care	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Bowel Care	Allowed to assist patient to bathroom for bowel movement if patient is generally independent and needs only stand by assistance (may include assisting patient to/from bathroom, assisting with bedpan, commode, changing clothing/pads for an incontinent patient and hygiene measures to ensure cleanliness). Allowed if patient has good balance, is not in a weakened state, and is a low risk for falls.	Not allowed if patient has assisted bowel program with digital stimulation or suppository. Not allowed if patient is in need of skilled skin care. Not allowed if patient is in need of skilled transfer.
Enemas	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Inserting Rectal Suppository	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Stoma Care	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Specimen Collection	Nothing allowed.	PCP / RCP is NEVER allowed to perform these tasks.
Fluids and Nourishment	PCP / RCP is allowed to perform this task ONLY if the task is assigned on the patient's plan of care.	Not allowed to do oral, on any basis. Not allowed to assist if patient has difficulty sitting and swallowing. Not allowed if special adaptive eating utensils are not necessary for feeding. Not allowed if patient is a child or infant. Not allowed if patient has a need for skilled dressing, such as in the presence of tracheotomy, fistula.
Vital Signs (temperature, pulse, and respiration)	Nothing allowed	PCP / RCP is NEVER allowed to perform these tasks.
Measurement of Height and Weight	Nothing allowed	PCP / RCP is NEVER allowed to perform these tasks.
Measurement of Intake & Output	Nothing allowed	PCP / RCP is NEVER allowed to perform these tasks.
Special Procedures or Tasks	Nothing allowed	PCP / RCP is NEVER allowed to perform these tasks.
Care or Patient in Isolation	Nothing allowed	PCP / RCP is NEVER allowed to perform these tasks.
Proving Financial Management	Nothing allowed	PCP / RCP is NEVER allowed to perform these tasks.

Task	Allowed	Not Allowed
Assistance with Medications	<p>PCP / RCP is allowed to assist with medication reminding, when pre-selected by the patient, family member, nurse, pharmacist, and are in a container such as a medication reminder box.</p> <p>Includes only inquiring of the patient/family as to whether medication has been taken, prompting to take, handing labeled medication box/container and opening compartment, if the patient is physically unable to open.</p>	<p>PCP / RCP NOT allowed to take medication out of the container and handle the pill in any way.</p>

NOTE: Some of the tasks are marked as being allowed “if on the care plan.” If the patient’s condition changes (i.e. becomes weakened and is at risk of a fall) – CALL THE OFFICE IMMEDIATELY, as the plan of care may need to be changed.