

Self-Determination Waiver Program

Self-Direction Fraud Form – Employee

A person supported in Self-Determination Waiver Program has chosen to participate in Self Direction. That person supported has selected you to provide services for them. Before you begin providing services, it's important that you understand things that are **not allowed** in Self Direction. If you knowingly do those things, you could be charged with Medicaid fraud. Please read this form carefully. To provide services in Self Direction, you must sign at the bottom that you understand. You must send the form back to Public Partnerships with your other employment paperwork. If you have any questions about the information in this form, contact Public Partnerships at 1-844-880-8705

Who can be a Paid Worker in Self Direction:

You can be a friend or family member of the person you're paid to support. BUT, you can't be paid to provide support you would have given anyway, without being paid.

You can't be paid to provide support to someone in Self Direction if you are their spouse, legal guardian, Power of Attorney (POA) or conservator (unless the court order says you can).

Providing only the Support the Person Needs:

You should **only** be paid to provide support the person needs. You should never try to talk anyone into letting you provide more hours of service.

You should not be paid to provide support if there are family members, friends, or other people who are willing and able to provide the help the person needs without paying them. This is true whether the person is at home or out in the community.

Signing a Service Agreement:

You must sign a Service Agreement with the member and/or their Representative. It's like a contract that sets out what each of you agree to do. The Service Agreement must include:

- The services you will provide and
- The rate you will be paid.

The services listed in the Service Agreement must be provided **to the person supported only**. You cannot provide services to other family members, friends, or pets (except for service animals).

AND, you can't be paid for services provided while the person supported is in the hospital, Nursing Facility or other inpatient care setting.

What is Medicaid Fraud and Abuse?

Most SDWP persons supported and workers are honest. But even a few dishonest people can hurt the SDWP program. People who lie on purpose to get DIDD services may be fined or sent to jail. If you find out about a case of fraud and abuse in the DIDD program, you must tell us about it. But you don't have to tell us your name.

Fraud includes being paid for services that you didn't provide. It also includes being paid for services you aren't allowed to provide. Other examples of fraud include:

- Putting time on your timesheet that you did not work for the person supported
- Putting trips on a transportation log that you did not take with the person supported
- Using someone else's identity to work
- Helping someone else commit fraud

To tell us about fraud and abuse, call Public Partnerships for free at 1-844-880-8705. Here are some other places that you can call or write to report fraud and abuse:

Agency	Phone	Address
Office of Inspector General (OIG)	1-800-433-3982 toll-free	Office of Inspector General P.O. Box 282368 Nashville, TN 37228
Tennessee Bureau of Investigation (TBI)	1-800-433-5454 toll-free	TBI Medicaid Fraud Control Unit 901 R.S. Glass Blvd. Nashville, TN 37216

You can also tell us about fraud and abuse online. Go to <http://tn.gov/tnoig>. Then click on "Report Fraud" on the left hand side of the page.

To be paid to provide services in Self Direction, you must check each box below AND sign this form. You must tell us you have received and understand this information:

- You can only be paid to provide services the person supported needs and when there is a signed Service Agreement for those services.
- You can **only** be paid to provide services to the person supported who is enrolled in SDWP. You can't be paid to provide services to the person's spouse, children, or others who live in the home, including family pets (except for service animals).
- You can't be paid to provide services while the person supported receiving services is in the hospital, nursing facility, or other inpatient setting.
- You can't be paid to provide services if you are the person supported's spouse, Power of Attorney (POA), or conservator.
- You can't be paid to provide services if you are the person supported's conservator unless the court order says it's ok.

- You cannot report that you have worked hours that you did not work for the member.
- You cannot use someone else's identity to work for a member in Self-Direction.
- You cannot help someone else commit fraud by making false statements (written or verbal) for them, or falsifying documents.

Violating any of these rules is considered fraud. It could lead to an investigation by the Office of Inspector General (OIG) or the Tennessee Bureau of Investigation Medicaid Fraud Control Unit (MFCU). It could also lead to criminal charges.

Person Supported Name

Are you the member's spouse? YES NO

Are you the member's Representative for Self-Direction, Power of Attorney (POA) or conservator? YES NO

If yes, the conservator, does the court order say that's ok? YES NO

Please attach a copy of the order.

I have read and understand the information in this form:

Worker Signature

Date