

173-39-02.5**Chore service.**

(A) Chore is a service designed to improve, restore, or maintain a clean, sanitary and safe living environment through the performance of tasks in the home that are beyond the consumer's capability, and the removal of hazards posing a threat to the consumer's health and welfare. Chore services are provided only in cases where neither the consumer, nor anyone else in the household, is capable of performing or financially providing for the services, and where no relative, caregiver, landlord, community/volunteer agency, or third party payer is capable of or responsible for their provision.

(B) Chore services are limited to those activities that are not the legal or contractual responsibility of a landlord. In the case of rental property, the responsibility of the landlord, pursuant to the lease agreement, will be examined prior to any authorization of service.

(C) A unit of chore service is one job order at the rate accepted by ODA's designee.

(D) Eligible providers of chore service are ODA certified long term care agency and non-agency providers.

(E) A certified chore service provider may furnish one or more chore services, including, but not limited to:

(1) Heavy household cleaning, including, but not limited to:

(a) Washing walls and ceilings;

(b) Washing outside windows and inside of hard to reach windows;

(c) Removing, cleaning, and re-hanging curtains or drapes; and,

(d) Shampooing carpets or furniture.

(2) Simple household repair, including, but not limited to:

(a) Repairing water faucets;

(b) Unclogging drains;

(c) Lighting or relighting a pilot light; and,

(d) Replacing furnace filters;

(3) Pest control; and,

(4) Disposal of garbage.

(F) ODA-certified chore service providers must:

- (1) Maintain a consumer record that documents each episode of service delivery and indicates that service tasks were performed as specified in the job order, lists the date(s) of contact(s), describes the type of contact(s), identifies by name the person(s) having contact with the consumer, and includes the signature of the consumer/caregiver and the service provider upon completion of a specific job order;
- (2) Maintain, and furnish to ODA's designee, upon request, a list of the chemicals or substances used for each job order;
- (3) Comply with any applicable local codes or ordinances in the performance of each job order;
- (4) Inform the consumer and ODA's designee of any specific health or safety risks expected during the job project, and assist the case manager to coordinate times and dates of service to insure minimal risk of hazard to the consumer as applicable to each job;
- (5) Assure all workmanship and materials are warranted;
- (6) Furnish ODA's designee with a verbal estimate of the costs of the service to be provided, followed by a written price quote within seven days of the case manager's initial request for the quote or within an alternate time period acceptable to the case manager;
- (7) Submit an invoice to ODA's designee for not more than the amount of the original price quote submitted to and approved by the ODA's designee, unless a cost revision has been previously authorized by the ODA's designee; and,
- (8) Submit the invoice to ODA's designee only after completion of the job and any final inspection mandated by local requirements.

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CERTIFIED ELECTRONICALLY

Certification

03/21/2006

Date

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