**![C:\Users\dominique.vinson2\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\25Q7HOYI\Traffic-Light-Signal-3298-large[1].png]()Elderly and Persons with Disabilities (EPD) Waiver Enrollment Guide\_\_**

* **Home visit with Medicaid Enrollment Specialist (MES), DCOA**
* Complete EPD Waiver Program application package.
* Select three EPD Case Management Agencies.
* Provide all required documents to MES.
* Review services provided under the EPD Waiver Program.
* Review the steps to processing the application.

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* **Processing the EPD Waiver Application**
* MES will submit Level of Care (LOC) to Qualis for review.
* If LOC is **approved**, the application package will be submitted to the Economic Security Administration (ESA) for review of financial eligibility (**60** Days).
* If LOC is **not approved,** the application package will be submitted to ESA for review of financial eligibility for State Plan Medicaid.
* If the Level of Care (LOC) and/or financial assessment are **denied**, you will be notified of the appeals process.

\*MES will notify you of application status.

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* **If you are deemed eligible for the EPD Waiver Program (if you have met both Level of Care [LOC] and financial requirements)**
* Receive notification of approval from MES.
* Receive letter from ESA and Medicaid card in the mail (if you do not already have one).
* Transition from MES to selected Case Management Agency.
* You will be contacted by your EPD Case Management Agency Case Manager (CM) to complete your Person Centered Plan (PCP).
* If Personal Care Aide Services (PCA) are identified in your PCP, Delmarva will complete a face-to-face assessment and assist you with selecting three Home Health Agencies (HHA).
* If approved, your HHA will contact you to create your Plan of Care.
* If denied, you will receive information on the appeals process.

**NOTE:** See “What Happens Next” handout for details about next steps.

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