



Backup & Contingency Plan

Name of Recipient:

Under regulation code 7 AAC 125.130. The consumer-directed personal care program regulations require that the agency and either the recipient or the legal representative shall develop a backup plan that

(1) identifies the extent to which the agency or recipient is responsible for obtaining the personal care services authorized in the recipient's personal care service level authorization if the recipient's regularly scheduled personal care assistant is unable to provide those services;

And

(2) Includes a contingency plan that

(A) defines the agency's and the recipient's responsibilities to work with and educate a recipient about a plan of action to ensure the health and welfare of the recipient if the recipient's regularly scheduled personal care assistant is unable to provide personal care services and other personal care services are not available through the backup plan; (B) and informs the recipient of the potential risks involved.

Plan of Action

I reside in a residential living facility which has an emergency plan. Yes No

I have discussed my personal emergency plan with my provider. Yes No

Current PCA: _____ **Phone: (Home)** _____

Address: _____ **(Cell)** _____

Current PCA: _____ **Phone: (Home)** _____

Address: _____ **(Cell)** _____

This statement is given you to inform if PCA is unable to work a scheduled time, 24 hours notices needed so I can obtain an alternate. A change in time by PCA or I must be scheduled at least 24 hours in advance. In case of emergency, the PCA will notify me (the consumer) or other designated person.

In case of emergency when my personal care attendant does not show up for work the next person/organization is going to assist me:

Name of Back up PCA	Phone Number
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Name of Back up PCA	Phone Number
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Other Supporter/Family Member (Indicate Relationship)	Phone Number
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Other Supporter/Family Member (Indicate Relationship)	Phone Number
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Providers must have protocols in place to ensure services are rendered when regular staff is unavailable for work. McKinley Services provides a list of PCAs available to work and certified as consumer direct approach yet it is consumer's responsibility to hire and train own caregivers according to your needs. Your signed client coordinator nor care coordinator cannot be part of a backup plan to provide reimbursed direct service. The risks involved should you fail to succeed in utilizing your backup plan include falls or other forms of harm or injury that may result in hospitalizations or placement in an acute care hospital or nursing facility.

McKinley Services suggested to all recipients that in case of emergency call "911" for emergency response. The agency provides indirect care services to all our clients from 08:00 AM to 06:00 PM, Mon-Fri, except major Holidays.

We also suggest you to speak with his physician in a possibility to have a Life-Line Emergency Response prescription to receive the on call services.

Consumer/Legal Representative	Signature	Date
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McKinley Services Representative	Signature	Date
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Emergency Contingency Plan

This plan of action to ensure the health and welfare of the recipient if the recipient's regularly scheduled personal care assistant is unable to provide personal care services and other personal care services are not available through the backup plan.

If an emergency arises I will:

Activate my lifeline

Contact 911

Consumers residing within the Municipality of Anchorage: The Anchorage Disaster Registry allows vulnerable seniors and persons with disabilities to pre-register with Office of Emergency Management. The Disaster Registry Program maintains a listing of all registrants to provide information to emergency responders after a disaster. The registry contains information provided voluntarily such as the person's name, address and reason for registering.

After a large incident, such as an earthquake, city resources will be deployed immediately to deal with known life threatening events such as structural fires and building collapse. As resources become available later in the course of the disaster event, rescue and assistance resources will be organized.

Because resources are limited, registration does not guarantee timely response. Registering should be done along with other preparedness activities. All citizens are encouraged to be self-sufficient for at least 5 to 7 days with supplies including food, water and medications and under the assumption that all public utilities will not be available.

Consumers residing outside the Municipality of Anchorage:

Consumers residing outside of the Municipality of Anchorage should contact your local fire department to see if they have a local registry.

Consumer Safety:

If I feel I am at risk of harm I acknowledge that I may contact the Adult Protective Services hotline at 1-800-478-9996 or (if applicable) the child abuse hotline at 1-800-478-4444.

May I Have a copy of this notice? This notice is yours. You may ask for a copy at any time. If there are important changes to this notice, you will get a new one within 30 days if you are enrolled in a health plan, such as Medicaid.