OHCA Guideline

Policy:	**317:30-5-550 Paid Family Caregiver**
Last Review Date:	October 12, 2025
Effective Date:	March 1, 2026
Next Review:	September 1, 2026

* This document is not a contract, and these guidelines do not encompass every possible situation. Although all items contained in these guidelines may be met, this does not reflect or imply the responsibility of this agency or department to change the plan provision to include the stated services as an eligible benefit.

☒ New Criteria ☐ Revision of Existing Criteria

Summary

Purpose	The Paid Family Caregiver (PFC) program, as authorized by Senate Bill 56 (63 O.S. § 5013.2) is designed for children aged 0-20 who are approved for private duty nursing (PDN) services. The program allows a trained family caregiver to provide care that can be safely delivered in lieu of a nurse, addressing the challenge of unstable staffing, particularly in rural areas. This option helps prevent families from having to choose between their employment, housing or, in some single-family homes, relinquishing custody of their child to the state. Children who qualify may receive up to 40 hours per week of PFC services. This initiative is expected to improve access to care for these members while allowing other personal care services to be provided to different members in need. These children have complex special health care needs and qualify for in-home nursing service as part of the SoonerCare PDN benefit package. These children require community-based alternatives to institutional care. Members are determined to be eligible for PDN and PFC through the medical authorization process.

Definitions

Family member - means a child, parent, parent-in-law, sibling, grandparent, grandchild, spouse or any other individual related by blood, and any other individual with a close association that is the equivalent of a family relationship.

CPT Codes Covered Requiring Prior Authorization (PA)

Prior authorization code/unit requests – In order to streamline the PA/claims process, group codes have been created. You will submit your PA request using the appropriate group code below (modifiers not required) and you will continue to file your claims using the appropriate CPT code and modifiers.

- T1004 – Nursing aide service, up to 15 minutes per unit

*Please see CPT codebook for full definition of codes.

Important

Paid family caregiver (PFC) hours authorized by OHCA and/or SoonerSelect may total up to forty (40) hours per week and are authorized concurrent with, not in addition to, any private duty nursing (PDN) hours authorized by OHCA and/or SoonerSelect.

- The overarching importance is that these two PAs [T1000 & T1004] will work in tandem together. Any billing will not be allowed to supersede the maximum number of units for one or the other combined.
    - Example – there is a PA where the agency has T1000 authorized for 448 units for a week.
    - T1004 authorized 160 units for the same week.
        1. When the home health provider is the authorized provider for both PA bills, their claim for the week is the maximum number of units allowed to be billed between the two codes, which is 448 units.

2. PFC (T1004) could provide 160 units of PFC or 40 hours per week.
3. PDN (T1000) could provide 288 units, maximum.
4. The total number of units combined between PFC & PDN is 448 units per week.

Approval Criteria

GENERAL:

317:30-5-550. Paid family caregiver – reference policy

1. The role of the complex caregiver
- Who provides the care? A complex caregiver (a person trained for complex care, often a family member) can provide services to eligible patients.
- Who supervises? This caregiver must work under the direction and supervision of a Registered Nurse (RN) or a Licensed Practical Nurse (LPN) through a home care agency as required by the Oklahoma Nursing Practice Act.

2. Service restrictions
- No driving: The complex caregiver cannot drive the patient's vehicle during transport.
- No long vacations: PFC services will not pay for care during long absences from the home that are not related to medical treatment or required medical care (like family vacations).

3. Maximum hours (the 40-hour rule)
- Weekly limit: The total number of approved PFC hours is limited to a maximum of forty (40) hours per week.
- Hours are shared: These 40 hours include any private duty nursing (PDN) hours the patient is authorized to receive. The PFC hours are *not* added on top of the PDN hours.

317:30-5-551. Eligible providers – reference policy

Qualifications for paid family caregiver (PFC) services

1. Requirements for the home health agency

For an agency to receive payment from SoonerCare (Oklahoma Medicaid) for providing PFC services, it must first meet these three conditions:
- OHCA contract: The agency must have a full contract to be an approved provider with the Oklahoma Health Care Authority (OHCA).
- State health license: The agency must be licensed by the Oklahoma State Health Department (OSDH) as a home care agency.
- Meet all home health rules: The agency must also comply with the general rules for all home health agencies (OAC 317:30-5-545, which generally requires Medicare certification).

2. Requirements for the complex caregiver
- The person employed by the agency as the complex caregiver must:
  - Be at least 18 years old.
  - Pass criminal and abuse registry background checks.

3. Caregiver training requirements

The complex caregiver must receive at least 80 hours of training and pass a competency evaluation, which includes, but is not limited to, the following medical and professional topics:

(1) Agency new employee orientation.
(2) Communicating with the care team.
(3) Documentation.
(4) Safety care.
(5) Medications.
(6) Respiratory care.
(7) Neurological care.
(8) Nutrition.
(9) Genitourinary care.
(10) Integumentary care.
(11) Social Determinants of Health.

317:30-5-553. Paid family caregiver (PFC) coverage limitations – reference policy

Coverage limitations at OAC 317:30-5-558 are applicable to all PFC services.

317:30-5-554. How paid family caregiver (PFC) services are authorized – reference policy

PFC services may be initiated after completion of steps outlined in OAC 317:30-5-559.

317:30-5-554.1. Treatment plan – reference policy

(a) The treatment plan for a member receiving paid family caregiver services must meet requirements outlined in OAC 317:30-5-560.

(b) The treatment plan will be incorporated into the treatment plan request for members receiving PFC services.

317:30-5-554.2. Prior authorization requirements – reference policy

Prior authorization requirements outlined in OAC 317:30-5-560.1 applicable to paid family caregiver services.

317:30-5-554.3. Record documentation – reference policy

Documentation for paid family caregiver services must include the caregiver's credentials and meet all other requirements listed at OAC 317:30-5-560.2.

Additional Information

Prior authorization does not guarantee approval - additional documentation may be required. Supplier generated forms and physician letters of medical necessity are not a substitute for the comprehensive medical record.