

What about the paperwork?  
To find out more:

## Consumer Directed Personal Assistance Program

# CDPAP

Consumers work with an entity called a "fiscal intermediary"(FI), which, on behalf of the consumer, administers payroll and tax withholdings required by State and Federal law, Disability, Workers' Compensation, Health Insurance, Unemployment Insurance and more.

Fiscal intermediaries do not manage anything that would be related to direct care. This remains the responsibility of the consumer. FIs take care of the financial side, allowing the consumer the freedom to direct care without being overburdened by paperwork.

To find out more about CDPAP and determine if it is right for you, please call your local Department of Social Services.

To find your local Department of Social Services, please visit:

[www.health.state.ny.us/health\\_care/medicaid/ldss.htm](http://www.health.state.ny.us/health_care/medicaid/ldss.htm)

To find answers to Frequently Asked Questions, information about best practices, archived webcasts about different pieces of the program, and more, please visit:

[www.cdpaanys.org](http://www.cdpaanys.org)

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# what is the Consumer Directed Personal Assistance Program

## (CDPAP)

...and who is  
Eligible?

The Consumer Directed Personal Assistance Program (CDPAP) is a self-directed home care model available to Medicaid eligible consumers who are in need of home care services and are capable of managing their own care. Consumers who are non self-directing may have a responsible adult to assume the programs responsibilities on their behalf.

Eligibility for the CDPAP is determined by the local department of social services (LDSS) in the county where the consumer resides. The LDSS conducts an assessment to determine the level of assistance with personal care services, home health aide services and/or skilled nursing services you are eligible to receive.

The LDSS will assist the consumer in deciding if the program is right for you.

## is CDPAP right for you?

The CDPAP enables individuals to have control and independence over their own care. CDPAP gives consumers:

### Control

Consumers direct their own care by choosing who they work with. The consumer hires, trains, supervises and (if necessary) dismisses their personal assistants;

### Independence

Consumers schedule when the personal assistants will assist them, directing how and when their plan of care gets managed; and

### Responsibility

Consumers, not an agency, are responsible for training personal assistants and overseeing all aspects of care. Also, consumers are responsible for making sure that care is actually delivered, and verifying the time worked for payment.



## how does CDPAP work?

Once the LDSS determines a consumer is eligible for CDPAP and determines how many hours of services needed, the next step would be to find a personal assistant(s) (PA). The PA(s) can be almost anyone the consumer wants – a friend, neighbor, former aide, or in some cases, a family member. A parent, spouse or designated representative cannot be a PA. It is important that the consumer is comfortable with the individuals and that they can be trained to do the work necessary.

As the manager of care, the consumer is responsible for scheduling their assistants. The consumer needs to make sure that there is alternate coverage if a PA cannot make it to work. The consumer also needs to keep track of their time worked and sign off on time sheets and other important documents.