



COMMISSIONER
Adelaide Horn

April 9, 2007

To: Home and Community Support Services Agencies (HCSSAs)

Subject: Provider Letter #07-07 – Presurvey Training Conference Provided through the Department of Aging and Disability Services (DADS) Internet Site

According to 40 Texas Administrative Code (TAC) §97.13(a), before a HCSSA can be licensed, certain staff members must complete a presurvey conference. Due to the unprecedented growth of the home health industry in Texas, DADS has been unable to provide enough classroom presentations of the conference to accommodate providers. To address this need, **DADS has created an online version of the HCSSA presurvey training conference to replace the face-to-face training conference. This online version of the HCSSA presurvey training conference fully satisfies the presurvey conference requirement.**

Effective April 9, 2007, the HCSSA presurvey computer-based training (CBT) is accessible directly over the Internet, from the DADS Web site. The new presurvey CBT can be accessed at <http://www.dads.state.tx.us/providers/hcssa/cbt/>.

The presurvey CBT is composed of six modules -- **two introductory modules** covering the HCSSA licensing standards (40 TAC Chapter 97 Subchapters C, D, E, F, and G) and other general licensure information, and **four category-specific modules** covering requirements pertinent to each of the following HCSSA service categories:

- ❖ Personal Assistance Services
- ❖ Licensed Home Health Services;
- ❖ Licensed and Certified Home Health Services; and
- ❖ Hospice Services.

Participants are required to complete the two introductory modules plus one additional module for each service category selected by their agency. After successfully completing each module, participants must print out and sign a verification certificate. All verification certificates must be submitted with the agency's license application.

**Prospective agencies selecting a home dialysis service category must complete the two introductory CBT modules and then contact their regional DADS program manager to schedule classroom training specific to the dialysis regulations. The initial application packet contains information identifying regional program managers and their contact information; please call the appropriate program manager to schedule a home dialysis presurvey conference.*

Sincerely,

[signature on file]

Veronda L. Durden
Assistant Commissioner
Regulatory Services

VLD:ca