

Maryland State Department of Education
Division of Rehabilitation Services
Personal Assistance Services (PAS) Screening Tool

Reference: [RSM 2, Section 717.01](#)

Does the individual need Personal Assistance Services (PAS) as support in order to achieve their IPE goals and objectives? How much assistance is appropriate to include in the IPE? If it appears that an individual needs assistance with activities of daily living, use this screening tool to guide discussion and develop the IPE.

1. Does the individual need help from another person to complete activities of daily living, such as eating, dressing, grooming, bathing, toileting, light cooking, light meal preparation, household chores, walking, transferring to/from a bed or chair, traveling beyond walking distance, decision-making, grocery shopping, handling money, or transporting/escorting and setting up assistive devices?

☐ Yes ☐ No

If YES, list each task the individual needs help with, and how much time daily the individual needs assistance with each task.

2. Does the individual pay someone for this help? ☐ Yes ☐ No

If YES, who and how much?

3. Is the individual involved in a program that helps to pay for PAS? ☐ Yes ☐ No

If YES, indicate what programs and how much support they provide or pay.

4. Does the individual require additional PAS as a support in order to participate in a DORS assessment or specific services on the IPE? ☐ Yes ☐ No

If YES, list the tasks and time needed, specific to the support of the IPE.

5. Consider routine activities of daily living where the individual requires PAS; how comparable benefits apply; the additional PAS needs that exist in order to support the specific IPE services; and whether any remaining comparable benefits are available to address these needs. This process will assist in determining whether to include PAS as a support to a service on an IPE, and at what levels.

DORS Personal Assistance Services (PAS) Facts

1. PAS can only be funded through DORS as a support service to an assessment or a support to a major service on an IPE.
2. The individual must be referred to all possible comparable benefits; the main programs are listed below. If eligible for comparable benefits, these benefits may cover all, some, or none of the additional costs associated with supporting the IPE. DORS funding is individually determined considering the unique circumstances and needs of each case.

Maryland's primary PAS programs/comparable benefits:

- [Maryland Department of Disabilities \(MDOD\) Attendant Care Program \(ACP\)](#)
 - percentage of approved rate reimbursed on sliding scale
 - self-directed (can choose family members)
 - can be provided outside the State of Maryland
 - prioritizes support for education, employment, or at risk of nursing home placement
 - link on website to "short application" is really a referral, and then the individual is mailed the long application that needs to be submitted

Email program to alert them when a DORS consumer has applied, and they will do their best to expedite application.

- [The Community Personal Assistance Services \(CPAS\) program \(Medicaid\)](#)
 - Cannot be provided outside the State of Maryland
- [In-Home Aides Services \(IHAS\) - Maryland Department of Human Services](#)
 - Cannot be provided outside the State of Maryland
- [Comprehensive listing of other programs/resources](#)

3. An individual's assessment, IPE, or services should not be delayed if comparable benefits are not available at the time the service is needed.
4. PAS through DORS are provided in accordance with the [DORS Fee Schedule](#). DORS maximum rate for PAS is double the minimum wage in the state which the individual is receiving the PAS.
5. When PAS through DORS are provided to support college services, a WTC PAS Assessment must be completed in order to determine the number of PAS hours needed.
6. PAS may be provided through M&T or through vendor authorization.
7. Individuals who are provided PAS through DORS (either M&T or vendor authorization) are required to submit the PAS Monthly Log (RS-6s) to the DORS counselor on a monthly basis.