

CHAPTER 3

ELIGIBILITY AND SLOT ALLOCATION

Revised June 2026

HASCI Waiver Eligibility

Eligibility for enrollment in the HASCI Waiver is based on need for waiver-funded services and supports. The Waiver Case Manager (WCM) is responsible for assessing the person's needs and determining the service(s) and support(s) required to meet the identified needs. The WCM must submit the ***Request for Waiver Slot*** (form located in Business Tools) within three (3) working days of the participant/legal guardian's request for waiver services or of the determination that waiver services are needed.

To become enrolled in the HASCI Waiver program, a person must:

- have a diagnosis of Traumatic Brain Injury (TBI), Spinal Cord Injury (SCI), or Similar Disability (SD) as established by determination of eligibility for the OIDD Head and Spinal Cord Injury Division

Diagnostic eligibility criteria for the HASCI Waiver are the same as for the OIDD Head and Spinal Cord Injury Division

Submit ***Request for Waiver Slot*** via SCOMM in Therap to the HASCI Waiver Program Coordinator.

The WCM must provide the HASCI Waiver Information Sheet (HASCI Form 1) to the participant/legal guardian within three (3) working days.

Upon receipt of the ***Request for Waiver Slot***, the participant will be placed on the HASCI Waiver waiting list. OIDD will notify the participant/legal guardian of this decision in writing.

Application Withdrawal/Request to be Removed from the HASCI Waiver Waiting List: If a participant on the waiting list or in the process of enrollment decides they no longer wish to pursue HASCI Waiver services, the ***Statement of Individual Declining Waiver Services*** (HASCI Form 3) must be signed by the participant/legal guardian and the WCM. The ***Statement of Individual Declining Waiver Services*** must be sent to the HASCI Waiver Program Coordinator, who will remove the participant's name from the waiting list. A copy of the ***Statement of Individual Declining Waiver Services*** must be provided to the participant/legal guardian and maintained in the person's record. If the Participant wishes to re-apply for the waiver, a new ***Request for Waiver Slot*** must be submitted according to the procedures outlined in this chapter.

Submit ***Statement of Individual Declining Waiver Services*** to the HASCI Waiver Program Coordinator.

When a participant/legal guardian requests to be removed from the HASCI Waiver waiting list, the WCM should ask if they also wish to be removed from the waiting list for any other OIDD operated waiver(s) if applicable.

When the WCM is unable to obtain a signature on the *Statement of Individual Declining Waiver Services*, the Non-Signature process should be followed. See *Chapter 4- Enrollment and Terminations* for Non-Signature process information.

Placement on Multiple Waiting Lists: A participant can be on the HASCI Waiver waiting list as well as waiting list for other waivers simultaneously. The WCM should discuss all options, services and limitations of any waiver being considered with the participant/legal guardian.

Allocation of HASCI Waiver Slots

To be eligible for enrollment, a person must first be determined to meet the target population of the HASCI Waiver.

- In review of eligibility for OIDD Services, the OIDD Eligibility Division will establish whether the person meets the target population for the HASCI Waiver.
- While a person can request the HASCI Waiver at any point during the OIDD eligibility process, a slot will not be allocated until it has been determined that he/she meets the target population.
- When a slot is requested prior to verification that the person meets the target population, he/she will be added to the waiver priority list but will not be allocated a slot until it has been determined that he/she meets the target population.
- If the person has been determined to meet the target population for the HASCI Waiver, the slot will be allocated based on slot availability and the date of the slot request.
- If it is determined that the person does not meet the target population for the HASCI Waiver, the person will be removed from the waiting list. Notification will be provided to the person along with the Process for Reconsideration of SCDHHS Decisions.
 - If the person requests the Process for Reconsideration of SCDHHS Decisions, and the determination is overturned, the person will be added back to the waiting list according to the date he/she was originally added.
 - If the determination is upheld, the person's name will not be added back to the waiting list.

Reserved Capacity: The following situations qualify for Reserved Capacity and if approved, the person will be enrolled on a priority basis (bypassing the waiting list):

1. **Individuals Discharged from an ICF/IID or Nursing Facility:** A Reserved Capacity HASCI Waiver slot should be requested 3. any person with plans to discharge from an ICF/IID or NF. This includes individuals who transition directly from ICF/IID into Home Again (Money Follows the Person) and then transition to Waiver funding.

2. Serious and Imminent Harm Risk:

- People requiring a service through the waiver, which, if not provided, will likely result in serious and imminent harm AND who have an immediate need for direct care or supervision which directly relates to their disability.

3. New Housing Participants: Individuals admitted to community-based housing sponsored, licensed, or certified by the South Carolina Office of Intellectual and Development Disabilities needing waiver services.

If the WCM determines that the participant meets criteria for Reserved Capacity, *the Request for Review of Reserved Capacity Waiver Slot* must be sent to the HASCI Waiver Program Coordinator at OIDD.

If after review by OIDD and SCDHHS, the request is determined not to meet reserved capacity criteria, the request will be denied, and the decision will be communicated to the Case Manager. When an adverse decision is made, the participant will be provided with the *Process for Reconsideration of SCDHHS Decisions*.

Removal from HASCI Waiver Waiting List

A person will be removed from the HASCI Waiver waiting list if any of the following occurs:

- HASCI Waiver slot allocated
- Determined ineligible for OIDD
- Death
- Moved out of state
- Admission to a NF or ICF/IID expected to be permanent
- Cannot be located
- Removal requested by the person or legal guardian

If the person or legal guardian requests removal from the HASCI Waiver waiting list, the Waiver Case Manager must document the reason in a Case Note and, except in the case of death, complete a *HASCI Waiver Slot Declination* (HASCI Form 3). It must be signed by the person or legal guardian and the Waiver Case Manager, (or the non-signature/non-cooperation process must be followed). The form must be maintained in the person's file. Copies must be sent to the HASCI Division and to the person or legal guardian.

If it is reported that a person on the waiver waiting list has died, the Waiver Case Manager should notify the HASCI Waiver Program Coordinator, and his/her name will be removed from the list.

A person on the waiting list who does not want to pursue a HASCI Waiver slot when notified one is available can choose to either move to bottom of the waiting list or be removed from the list. The Waiver Case Manager must document the option chosen in a Case Note and notify the HASCI Division by SComm.