



Are you getting your SDA through Gateway?

If you are not, these are all the ways Maggie and Gateway to Learning can help you and your loved one:

- ◇ Meeting with ISC for Discovery and/or Personal Plan
- ◇ Assisting with the Medicaid Spenddown forms (HFS-2653) and submitting to the DHS Family Community Resource Center
- ◇ Documenting notes to support billing on the SDA services provided
- ◇ Assisting Employer of Record to complete their Implementation Strategy form.
- ◇ Assisting or training on billing for the PSWs each month
- ◇ Providing training and assistance to individuals and families regarding timekeeping and other employer related tasks for PSWs hired directly by the individual/family
- ◇ Assisting with completing Service Agreements for all waiver services. This includes Service Agreements beyond SDA and PSW.
- ◇ Updating Service Agreements when changes occur
- ◇ Assisting with managing the monthly budget
- ◇ Sending Service Agreements and PSW timesheets to ACES\$
- ◇ Working with providers and ACES\$ as necessary to adjust bills that are incorrect
- ◇ Assisting with communication and problem-solving strategies for PSWs hired directly by the individual/family
- ◇ Providing training to individual, family, or PSW to increase individual's skill-acquisition
- ◇ Assisting with prior approval request (i.e. Adaptive Equipment, Assistive Technology, Home & Vehicle Modifications, Temporary Assistance, Therapies)
- ◇ Advocating (professional level staff), communicating and facilitating effectively; maintain positive working relationships with collaborating service providers, medical providers, housing providers, bank staff, pharmacies, attorneys, etc.
- ◇ Providing medical advocacy - consistent staff who knows medical history to help schedule, attend, and advocate at appointments and during medical emergencies
- ◇ Being available or responding to after hours or emergency situations, medical or otherwise
- ◇ Acquiring food, clothing and household needs when finances are low or absent
- ◇ Assisting with end of life planning/care, pre-planning and arrangements for clients and/or loss of their family members

Call Maggie at 773-784-3200 ext 226

Or email at maggie@gatewaytolearning.org