

DIVISION of AGING and ADULT SERVICES
PROGRAMATIC RISK EVALUATION MATRIX SUPPLEMENT
IN-HOME AIDE

Sub-recipient Name:

Date Completed:

Risk Level

Low Risk			Moderate Risk		High Risk		
Criteria	Description	Rank	Description	Rank	Description	Rank	Score
<u>Assessment</u>	Assessments are completed and reflect the correct level of care in all cases	1	Assessments are completed and reflect the correct level of care in most cases.	2	Assessments do not reflect an accurate level of care.	3	
<u>Policy /Procedure</u>	The agency has written policies to assure that services provided are contained and followed w/in the plan of care?	1	Policies exist but have not been reviewed or updated.	2	There are no policies in place.	3	
<u>Competency</u>	The agency documents the competency of persons providing in-home aide services	1	Not all persons responsible to provide in-home aide services has documented competency verification on file.	2	Competency is not documented as required.	3	
<u>Oversight</u>	Supervision is provided to in-home aides as required and regular visits are occurring	1	The agency has a history of failing to consistently require or perform supervisory visits	2	Supervisory visits are not documented as having been performed	3	
<u>Contracting</u>	Executed contract with providers are on file and are up to date	1	Not all contracts have been executed in a timely manner or are up to date.	2	The agency has failed to secure appropriate contracts with the provider	3	

Low Risk = 5 – 8

Moderate Risk = 9 – 12

High Risk = 13 – 15.