

## Division of Specialized Care for Children

# Transfer To Home



**HFS**

Illinois Department of  
Healthcare and Family Services



## How We Help

The University of Illinois Chicago's Division of Specialized Care for Children (DSCC) serves children and youth who require in-home shift nursing through the Home Care Program. DSCC operates the program on behalf of the Department of Healthcare and Family Services (HFS).

DSCC Care Coordinators will help you prepare for your child's transfer home and support your family throughout the process. We will create a person-centered plan for your family that focuses on your and your child's strengths, needs, dreams and desires.

## The Journey Home

### Caregiver Responsibilities

- Provide a safe home that meets the child's medical needs. (A safe home has phone service and utilities.)
- Work with physicians, care coordinators and others on your child's team to develop a plan of care.
- Learn the skills necessary to care for your child at home.

### Physician/Discharge Team Responsibilities

- Refer the child to DSCC when the child is medically stable and ready to go home.
- Identify the physician in charge of the child's care and a contact person on the discharge team.
- Work with the family and primary care physician to set up community supports to safely care for the child at home.
- Provide a medical report describing the child's history, diagnosis, status, prognosis and special care needs.
  - It will include medical directives detailing the services required, including medications, medical equipment, supplies, in-home support services and therapy.
  - The home care instructions, nursing orders, observations and reports are needed, as well as a social service assessment addressing the family's ability to care for the child at home.
- Train two adult caregivers (at least one parent) on the care of the child.
- Provide orientation for home nursing staff as needed.
- The discharging hospital must agree to readmit the child in the event it becomes necessary.





*“DSCC gave us the confidence to bring Radhika home... Staying at home is the most important part. It made us a family again... The challenges are still there, but you feel like you are a family.”*

*- Saurabh Agarwal, father of Radhika  
in the Home Care program*



### **DSCC Care Coordinator Responsibilities**

- Respond to all referrals and assist family with the application process.
- Work with the family and hospital staff responsible for discharge plans.
- Perform a home and community assessment and report and provide it to the discharge team. The report includes any needs not addressed in the plan of care or not supported in the community.
- Develop a person-centered plan with the family.
- Help the family select a nursing agency and medical equipment supplier.
  - Equipment and supply needs for home care will be addressed prior to discharge and vendors are notified of their selection.
- Submit the child's application for Home Care to HFS.
- Notify the family and other team members promptly when HFS makes a determination.

### **HFS Staff Responsibilities**

- Review the application and plan of care and determine eligibility for home care.
- Give the family a written decision regarding their request for services.
- Provide the appeal process for families whose application is denied or benefits reduced.
- Provide the approval to the Care Coordinator to contract for nursing and related services included in the plan of care.

**Contact us at (800) 322-3722  
for questions or for more  
information!**

**Visit our web page at  
[dsccl.uic.edu](http://dsccl.uic.edu).**