CONTACT LIST FOR ADULT MEDICAL DAY CARE (AMDC) PROGRAM

AMDC “start up” information and Medicaid funding information:
Ms. Evonda Green-Bey
410-767-1444

Information regarding the plans review process and physical/structural specifications for the Adult Medical Day Center:
Mr. Jim Soucy 410-767-5925

State Fire Marshall’s Office 410-653-8980

Baltimore City Fire Marshall’s Office:
410-396-5752

OHCQ conducts surveys/inspections, approvals, complaints and follow-up surveys for Baltimore City and all Maryland counties.

The Adult Medical Day Care Program provides services for individuals who are 55 years of age and older and have a disability that requires at least four hours a day of nursing services, supervision, assistance with the activities of daily living a structured activities program, counseling and nutritional services.

Provides health care oriented services for individuals during the day while allowing individuals to continue living with their families or in the community.

Designed and tailored to meet the needs of individuals through a wide array of services which may be provided in leased properties, churches, multi-purpose centers, in or near nursing homes, etc...

The services and facilities of the Maryland State Department of Health and Mental Hygiene (DHMH) are operated on a non-discriminatory basis. This policy prohibits discrimination on the basis of race, color, sex or national origin and applies to the provisions of employment and granting of advantages, privileges and accommodations.
HOW TO OBTAIN A LICENSE TO OPERATE AN ADULT MEDICAL DAY CARE PROGRAM

ZONING APPROVAL
You must request and receive zoning approval from the local zoning authority. Zoning approval letters must be submitted to the Office of Health Care Quality. (OHCQ)

USE AND OCCUPANCY PERMIT
You must submit a copy of the use and occupancy permit obtained from the local health department.

PLANS REVIEW APPROVAL
You must submit plans for your proposed center to Mr. Jim Soucy, Plans Review, Division of Engineering and Maintenance, 201 W. Preston Street, Lobby Level, Baltimore, MD 21201. A copy of the letter of approval from Mr. Soucy must be submitted to OHCQ.

MEDICAL ASSISTANCE FUNDING
If you wish to secure Medical Assistance funding for the individuals attending your center and advice regarding Medicaid’s regulatory requirements for the Adult Medical Day Care Program, please contact Ms. Evonda Green-Bey, Office of Health Service, Medicaid.

PRE-LICENSURE CHECKLIST
After completing the requirements noted above, contact OHCQ to request a “Pre-Licensure Checklist.” This will describe what you must do to prepare the Center and your program for inspection by OHCQ.

NEW PROVIDER TRAINING
OHCQ offers trainings for all who are interested in applying for a license to provide services to individuals in an Adult Medical Day Care Program. The trainings are offered every six (6) months and provide valuable information about AMDC and the licensing process. All applicants and interested parties are strongly encouraged to attend.

REGULATIONS AND STANDARDS
You may purchase a copy of the regulations and standards, COMAR 10.12.04 by sending a check or money order in the amount of $9.00 made payable to the Division of State Documents.

Return form and payment to: Office of the Secretary of State Division of State Documents ~ State House ~ Annapolis, MD 21401, Telephone 410-974-2486 ~ 800-633-9657 ~ Fax 410-280-5647.

Licensed AMDC Centers are inspected every two years by OHCQ to determine whether the center is complying with the regulations. The AMDC Program must meet all required State and local regulations before the license will be renewed.

SERVICES REQUIRED
- Transportation to and from the center and for participation in outings.
- Contract with a supervising nurse.
- Nutrition services: meals and snacks to include special diets prepared in consultation with a registered dietitian for participants with special dietary needs (e.g. diabetes). Please refer to COMAR 10.12.04.19
- Group and individual activities program.
- Assistance and retraining in bathing, dressing, grooming, feeding and toileting.
- Emergency services.
- Other services as required.

The following services may be offered if the individuals enrolled in the program require such services:
- Rehabilitation services/physical therapy
- Occupational and speech therapy
- Social services provided by a licensed social worker
- Medical consultation which may include psychiatry, orthopedics or other specialties.
- Please refer to COMAR 10.12.04.15 for additional services.

Please send all Reportable Events/Complaints or Incident Reports to the AMDC Help-DHMH: Amdc.help@maryland.gov