Authorized Representative

The Authorized Representative (Rep) must submit the appropriate program codes for the service plan. Rep Type – ACES does not limit the Rep Type selections to the codes listed above. If a program requires a Rep Type not listed above or if one of the above codes is selected but is not appropriate for the situation (such as for a group home, protective payee, etc.) enter the appropriate program code.

Institutional Rep Types

- DSHS
- HCA
- ADC
- SB
- NA
- HC
- HO
- SB

INSTRUCTIONS

Rep Type – ACES does not limit the Rep Type selections to the codes listed above. If a program requires a Rep Type not listed above or if one of the above codes is selected but is not appropriate for the situation (such as for a group home, protective payee, etc.) enter the appropriate program specific Rep Type on the AREP screen.

Rep Type: DSHS/HCA 14-012

Service Plan: Use Code 14-012 for DSHS/HCA.

Authorized Representative (Rep) must enter the appropriate program code(s) for the service plan.

NOTE: HIPAA privacy, confidentiality, and HIPAA protections extend to the Authorized Representative (Rep) unless the Rep specifically waives these protections. In these circumstances, the Rep must sign a HIPAA Waiver.

DSHS 14-532 PJ (REV. 11/2014) Punjabi