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PROVIDER BULLETIN

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<http://dmh.mo.gov/dd/>

Individual/Legally Responsible Person Person-Centered Service Plan (PCSP) Signature Requirements

In accordance with [42 CFR 441.301 \(c\) \(2\) \(ix\)](#), Home and Community Based Services (HCBS) Person-Centered Service Plans (PCSPs) must be approved and signed by the individual and/or legally responsible person prior to implementation. This applies to all initial, annual, and amended PCSPs modifying HCBS services, supports, responsible persons, legal status changes, rights, providers, back-up plans, goals, and outcomes. This is a federal requirement with no exceptions.

Signatures on PCSPs may be handwritten or electronic. All electronic signatures must comply with [13 CSR 65-3.050](#) and [Missouri Medicaid Audit & Compliance \(MMAC\) Electronic Signature Requirements](#).

Questions and comments should be directed to TCMTAC@dmh.mo.gov.