

SECTION 1200

GAP FILLING SERVICES REGULAR, CAREGIVER & CCC

SECTION 1200 INDEX

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SECTION 1200: GAP FILLING SERVICES

1201: Introduction

Gap Filling services are provided and must be reported in ClientTracker by the following service providers;

1. SIS Providers – Regular Gap
2. Caregiver Advisors – Caregiver Gap & GRG Gap
3. Case Coordination Units – Comprehensive Care Coordination (CCC) Gap

1202: Regular Gap Filling Services

Regular Gap Filling (F99) services are to be provided by Area Agency-funded Senior Information Service (SIS) providers.

1. Client Definition: older adults (60+) who receive gap filling service(s).
2. Unit Definition: each eligible occurrence.
3. ClientTracker Data Entry: Required method of ClientTracker demographic and unit data entry is to authorize individual clients for this service and enter units by client. NOTE: Clients will be authorized only once each fiscal year for regular gap filling but may have more than one unit of service in the fiscal year. Please refer to Section 400 to **Register Clients**. Refer to Section 600 for **Enter Units/Bulk Data** procedures.
4. Type of Gap Service Purchased: Under ClientTracker, you will also enter a second authorization per Regular Gap Filling Client for the type of service provided. Refer to the following codes:

ClientTracker Code	Type of Gap Filling provided	Unit
F99	Gap Filling – Regular	Each eligible occurrence
	Type of Service Purchased	
gap1	Gap Service – Heating equipment	Each eligible occurrence
gap2	Gap Service – Cooling equipment	Each eligible occurrence
gap3	Gap Service – Assistive equipment	Each eligible occurrence
gap4	Gap Service – Other equipment	Each eligible occurrence
gap5	Gap Service – Rent	Each eligible occurrence
gap6	Gap Service – Utilities	Each eligible occurrence
gap7	Gap Service – Pest Control	Each eligible occurrence
gap8	Gap Service – Miscellaneous repairs	Each eligible occurrence
gap9	Gap Service – Rx card/CB applications	Each eligible occurrence

	Type of Service Purchased – continued	
gap10	Gap Service - Medication	Each eligible occurrence
gap11	Gap Service – Eyeglasses/Hearing Aids	Each eligible occurrence
gap12	Gap Service – Dental Assistance	Each eligible occurrence
gap13	Gap Service – Other miscellaneous	Each eligible occurrence

1203: Caregiver Gap & GRG Gap Filling Services

Caregiver Gap Filling (CGG) and GRG Gap Filling (GRGG) services are to be provided by Area Agency-funded Caregiver Advisory Service Providers.

1. Caregiver Gap Client Definition: caregivers of older adults (60+) who receive gap filling services. NOTE: The caregiver is the client for this service.
2. GRG Gap Filling Client Definition: relative (55+) caring for children 18 years of age or under who receives gap filling services. NOTE: The relative 55+ is the client for this service.
3. Unit Definition: Each eligible occurrence.
4. ClientTracker Data Entry: Required method of ClientTracker demographic and unit data entry is to authorize individual clients for this service and enter units by client. NOTE: Clients will be authorized only once each fiscal year for regular gap filling but may have more than one unit of service in the fiscal year. Please refer to Section 400 to **Register Clients**. Refer to Section 600 for **Enter Units/Bulk Data** procedures.
5. Type of Gap Service Purchased: Under ClientTracker, you will also enter a second authorization per Regular Gap Filling Client for the type of service provided. Refer to the following codes:

ClientTracker Code	Type of Gap Filling provided	Unit
CGG	Gap Filling – Caregiver	Each eligible occurrence
GRGG	Gap Filling - GRG	
	Type of Service Purchased	
gap1	Gap Service – Heating equipment	Each eligible occurrence
gap2	Gap Service – Cooling equipment	Each eligible occurrence
gap3	Gap Service – Assistive equipment	Each eligible occurrence
gap4	Gap Service – Other equipment	Each eligible occurrence
gap5	Gap Service – Rent	Each eligible occurrence
gap6	Gap Service – Utilities	Each eligible occurrence
gap7	Gap Service – Pest Control	Each eligible occurrence
gap8	Gap Service – Miscellaneous repairs	Each eligible occurrence
gap9	Gap Service – Rx card/CB applications	Each eligible occurrence
gap10	Gap Service - Medication	Each eligible occurrence
gap11	Gap Service – Eyeglasses/Hearing Aids	Each eligible occurrence
gap12	Gap Service – Dental Assistance	Each eligible occurrence
gap13	Gap Service – Other miscellaneous	Each eligible occurrence

1204: Comprehensive Care Coordination (CCC) Gap Filling Services

1. CCC Gap Filling Services (GFCCC) are to be completed by Area Agency/IDoA-designated Case Coordination Units.
2. Unit Definition: Each eligible occurrence.
3. ClientTracker Data Entry: Required method of ClientTracker demographic and unit data entry is to authorize individual clients for this service and enter units by client. NOTE: Clients will be authorized only once each fiscal year for regular gap filling but may have more than one unit of service in the fiscal year. Please refer to Section 400 to **Register Clients**. Refer to Section 600 for **Enter Units/Bulk Data** procedures.
4. Type of Gap Service Purchased: Under ClientTracker, you will also enter a second authorization per CCC Gap Filling Client for the type of service provided. Refer to the following codes.

ClientTracker Code	Type of Gap Filling provided	Unit
GFCCC	Gap Filling – CCC	Each eligible occurrence
	Type of Service Purchased	
gap1	Gap Service – Heating equipment	Each eligible occurrence
gap2	Gap Service – Cooling equipment	Each eligible occurrence
gap3	Gap Service – Assistive equipment	Each eligible occurrence
gap4	Gap Service – Other equipment	Each eligible occurrence
gap5	Gap Service – Rent	Each eligible occurrence
gap6	Gap Service – Utilities	Each eligible occurrence
gap7	Gap Service – Pest Control	Each eligible occurrence
gap8	Gap Service – Miscellaneous repairs	Each eligible occurrence
gap9	Gap Service – Rx card/CB applications	Each eligible occurrence
gap10	Gap Service - Medication	Each eligible occurrence
gap11	Gap Service – Eyeglasses/Hearing Aids	Each eligible occurrence
gap12	Gap Service – Dental Assistance	Each eligible occurrence
gap13	Gap Service – Other miscellaneous	Each eligible occurrence

1205: ClientTracker Quarterly Procedures

To compare ClientTracker gap filling data entry to internal records, service providers should generate comparison reports. Please refer to Section 1500 – **Quarterly Reports** to Review for procedures on how to generate such reports in ClientTracker.