

## 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.



MARYLAND STATE DEPARTMENT OF  
HEALTH AND MENTAL HYGIENE

OFFICE OF HEALTH CARE  
QUALITY

Bland Bryant Building  
Spring Grove Hospital Center  
55 Wade Avenue  
Catonsville MD 21228  
410-402-8217

Lawrence J. Hogan, Jr., Governor  
Boyd K. Rutherford, Lt. Governor  
Van T. Mitchell, Secretary  
Patricia Tomsko Nay, M.D.,  
Executive Director of OHCQ

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## ADULT MEDICAL DAY CARE PROGRAM



*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...*

## 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 specialities.

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**

