

CFSS forms and documents

Page updated: 10/4/24

DHS is working to post new forms and documents for CFSS. We will update existing PCA forms that require minor changes on a rolling basis throughout the year.

To find a form or document, use [DHS – Searchable document library \(eDocs\)](#) and search by the number.

Published forms and documents

New/updated document	Notes
CFSS Assessment, DHS-6893A	DHS-6893A replaced: <ul style="list-style-type: none"> • PCA Assessment and Service Plan, DHS-3244. • Supplemental Waiver PCA Assessment and Service Plan, DHS-3428D. Make sure you use the 10-24 version.
CFSS Program Information and Signature Sheet, DHS-6893G (PDF)	DHS-6893G replaced LTSS Assessment and Program Information and Signature Sheet, DHS-2727, which was a form previously used for MnCHOICES.
CFSS Individual Service Delivery Plan, DHS-6893F	This form is new for CFSS. Make sure you use the 10-24 version.
CFSS Home Care Rating/Units Reference Tool, DHS-6893H (PDF)	DHS-6893H replaced Personal Care Assistance (PCA) Decision Tree, DHS-4201.
CFSS Rights and Responsibilities, DHS-6893R-ENG (PDF) or translations: <ul style="list-style-type: none"> • DHS-6893R-SOM, Somali (PDF) • DHS-6893R-SPA, Spanish (PDF) • DHS-6893R-RUS, Russian (PDF) • DHS-6893R-VI, Vietnamese (PDF) 	Providers and lead agencies use this form instead of the Home Care Bill of Rights (PDF) . Note: DHS is working to post Hmong and Karen translations.
CFSS Information Sheet – English, DHS-8477A-ENG (PDF) or translations: <ul style="list-style-type: none"> • DHS-8477A-HMN, Hmong (PDF) • DHS-8477A-KAR, Karen (PDF) • DHS-8477A-SOM, Somali (PDF) • DHS-8477A-SPA, Spanish (PDF) 	This document is a new one-page fact sheet with general information about CFSS.
Referral for Reassessment for PCA/CFSS Services, DHS-6893B	DHS-6893B replaced Referral for Reassessment for PCA Services, DHS-3244P.
PCA Program Responsible Party Form/CFSS Participant Representative Agreement, DHS-6893F	DHS-6893F replaced PCA Program Responsible Party Form, DHS-5856.
CFSS Consultation Services Session Documentation, DHS-6893S (PDF)	This form is new for CFSS.
Worker Information for CFSS Budget Model, DHS-6893T (PDF)	This form is new for CFSS.
Recommendation for Removal from the CFSS Budget Model, DHS-6893D (PDF)	This form is new for CFSS.
Home Care Shared Services Agreement (HCN, PCA or CFSS), DHS-6893E (PDF)	DHS-6893E replaced Home Care Shared Services Agreement (HCN or PCA), DHS-5899.

Unpublished forms

DHS is completing work on the following CFSS forms. We will add links when they are available.

New/updated form not published yet	Notes
CFSS Worker Time and Activity Documentation,	Use PCA Worker Time and Activity Documentation

DHS-6893C	DHS-4691 (PDF) until the CFSS version is ready. DHS-4691 will remain available during the transition to CFSS.
CFSS Lead Agency Request Form, DHS-6893I	Use PCA Request Form, DHS-4292 for both CFSS and PCA requests until DHS publishes the new form. DHS will update Instructions to complete the PCA Request Form, DHS-4292A (PDF) with instructions to submit CFSS-related requests with DHS-4292.
CFSS Technical Change Request, DHS-6893K	Use PCA Technical Change Request, DHS-4074A for both CFSS and PCA until DHS publishes the new form. DHS will update Instructions to complete PCA Technical Change Request Form, DHS-4074C (PDF) with instructions to submit CFSS-related requests with DHS-4074A.
45-Day Temporary Increase Assessment, DHS-6893M	This will be a new form. Lead agencies must use CFSS Assessment, DHS-6893A until DHS posts DHS-6893M.
45-Day Temporary Start Service Delivery Plan, DHS-6893Q	This will be a new form. Provider agencies must use CFSS Individual Service Delivery Plan, DHS-6893P until DHS posts DHS-6893Q.

Retired forms

PCA Communication to Physician of PCA Services, DHS-4690 is no longer required in CFSS.