



**SENIOR & LONG TERM CARE DIVISION  
COMMUNITY SERVICES BUREAU**

**COMMUNITY FIRST CHOICE  
Policy Manual**

**Section: FORMS**

**Subject: Self-Direct Personal  
Representative Agreement  
SLTC-166**

**PURPOSE:**

The Personal Representative Agreement documents the Personal Representative's acceptance of their responsibilities under the Self-Directed CFC/PAS program.

**INSTRUCTIONS:**

The provider agency must meet in person with the member's personal representative to educate them regarding their responsibilities as outlined in SLTC-166. This document must be signed prior to the start of services. **The witness must be an agency representative.**

**DISTRIBUTION:**

White copy is retained by the provider agency.  
Yellow copy is given to the member/personal representative.