

Oregon Developmental Disabilities Services

STATUS REPORT

Community First Choice Option (K Plan)

Date: November 26, 2013

Project Owner: Patrice Botsford/Trisha Baxter

Steering Team members: Lea Ann Stutheit, Shelly Reed, Chelas Kronenberg, Eleshia Ledridge, Nelsa Brodie, Bruce Baker

Cross Program Team Leads: Shelly Reed, Marilee Bell, Kristine Duffy, Julie Harrison, Darlene O'Keefe, Bruce Baker, Mike Parr, Brent Watkins, Nelsa Brodie, Dana Hittle, Acacia McGuire

Overall project status:

July	Aug	Sep	Oct	Nov	Dec	Jan '14	Feb	Mar	Apr	May	Jun
G	G	Y	G	G							

Dashboard status:

SCHEDULE	G	High-level roadmap or Gantt chart showing how strategies unfold over time, leading to milestones and targets
SCOPE	G	Scope has been identified.
RESOURCES	Y	Strategy owners need to validate and add information additional information about adequate resources
CHANGES	G	None at this time

UPCOMING MILESTONES

RESPONSIBLE – MILESTONE	STATUS	DUE DATE	COMPLETED DATE
Establish a governance structure	Complete	11/13/13	11/13/13
Each Strategy owner/team has a roadmap/schedule charted towards milestones and targets	Behind Schedule	11/15/13 11/22/13	
QA/QI- Onboard new manager	In Process	11/30/13 12/30/13	
FNAT-In home tool FAQ developed & posted on the web	In Process	11/30/13	
ISP- Preparing to review Draft ISP with Oversight stakeholder group in two weeks	Complete	11/24/13	11/24/13
ISP- Feedback incorporated from stakeholder group into ISP. Draft to be vetted internally with policy, system staff and leadership	In process	TBD	
FNAT-SIS contracting	In Process	12/30/13*	
Communication – Team will map a draft streamlined process that includes internal staff as well as partners on reviewing AR, PT, IM's and approving as well developing best practices	In Process	12/2/13	
LOC – Amend form & instructions	In Process	12/09/13 2/28/14	
OAR's finalized for 1/1/14	In Process	12/27/13	

* corrected date

Work Stream UPDATES

WORKSTREAMS	<p>Compliance <i>Strategy Lead: Darlene O'Keefe</i></p>	Behind Schedule	<p>Waiver amendments: to be effective February 1, 2014. Submitted November 13, 2013. These include:</p> <ol style="list-style-type: none"> 1. Comp Waiver - adding PETI language, restoring level of care to 1 adaptive and adding interim service plan 2. Support Services Waiver - adding PETI language, restoring level of care to 1 adaptive and adding interim service plan 3. CIIS Behavioral Waiver - adding interim service plan <p>The following two have been put on hold until OHA/DHS leadership meet to discuss issues:</p> <ul style="list-style-type: none"> • CIIS Medically Fragile Waiver- adding interim service plan • CIIS Medically Involved Waiver - adding interim service plan
-------------	--	-----------------	---

<p>Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i></p>	<p>On Schedule</p>	<p>Team is identifying common issues and developing a plan on how to help providers and communicate best practices. AR to be transmitted end of next week regarding secure emails that involve screen shots and step-by-step instructions.</p> <p>Team is also looking at how they can add more technical assistance and be a more proactive resource to the field. An IM will be going out this week regarding an Adult Needs Assessment (ANA) and Children’s Needs Assessment (CNA) call-in. It will be informing the field of bi-weekly informational conference calls begin in December 6th and are intended to reduce interpretation and submission errors. The team is also developing an FAQ document that will include questions received in the call-ins, as well as questions submitted individually by the field. An IM notifying the field about the FAQ will go out by December 13th.</p> <p>An AR notifying the field of ANA and CNA version b, will go out by Dec 13th. Version B corrects several programming glitches, including the “lock” feature. Field training will begin on the SIS December 18th.</p>
<p>Level of Care (LOC) <i>Strategy Lead: Acacia McGuire</i></p>	<p>On Schedule</p>	<p>The amended Level of Care form has been reviewed internally and the field has also used and reviewed the form. In looking ahead at the upcoming rule changes in 2014, which will require another amendment to the form, the Steering team decided it would be best to post-pone releasing the amended form until the rule changes can be incorporated in effort to mitigate confusion to the field with multiple form releases.</p> <p>Two Draft transmittals were developed to help assist field with process and were sent out on 11/22/13. The transmittal regarding keeping LOC active is still in draft process. Team members met to draft a process map on Friday, November 22nd, additional meetings are scheduled to continue to finalize process.</p>
<p>Individual Support Plan (ISP) <i>Strategy Lead: Marilee Bell</i></p>	<p>On Schedule</p>	<p>Team is in process of finalizing Expenditure guidelines and getting them out the door. The oversight stakeholder group has reviewed and provided feedback to the smaller working ISP group. Expect to have a draft ready for ODD’s review by December 13, 2013.</p> <p>An AR asking brokerages and CDDPs to provide a template depicting funding tied to the K and Waiver services and to their existing ISPs was requested, with a due date of 11/29/13. ODDS staff developing a template that could also be used until the ONE ISP rolls out. Also included in that AR was the required checklist for assuring that ISPs meet the K standards for a person centered plan and planning process</p> <p>Policy issue is being discussed around Natural Supports and clarification regarding changes in rules relating to K plan and children’s services</p>
<p>Plan of Care (POC) <i>Strategy Lead: Julie Harrison</i></p>	<p>On Schedule</p>	<p>Work continues on the eXPRS system and program is identifying and working through identified business processes and policy decisions. Currently, the timeline is being reviewed with SEIU.</p>
<p>Quality Improvement <i>Strategy Lead: Brent Watkins</i></p>	<p>Schedule in development</p>	<p>Two outstanding CDDP reviews (Malheur and Jackson). The goal is to have a draft of the Final Report to each CDDP within 90 days. The Malheur review was in August and the Jackson review was in September. The data for the Malheur review has been vetted and the written report is in process. Jackson data has been entered but not vetted at this point. The goal is to have the Malheur report by 11/30/13 and the Jackson report written by 12/20/13. Jefferson review was completed November 22nd.</p>
<p>Communication Strategy: <i>Strategy Owner/Lead: Nelsa Brodie</i></p>	<p>On Schedule</p>	<p>The first of weekly director’s/COO updates went out last week and was well received. Additional internal dialogue within Cross-Program/Steering team around how to streamline the workstreams communication. Internal team will map a process on 12/02/13 and when completed, share with partners</p> <p>Completed first draft brochure for children/families and presented to Children’s Services Advisory group for feedback. Second draft to be completed and ready for vetting by December 6th.</p>

Oregon Administrative Rules (OAR's) <i>Strategy Lead: Shelly Reed</i>	On Schedule	Completed hearings' thus far are the 24 hour residential rule and the children's foster home rule.
--	--------------------	--