

Oregon Developmental Disabilities Services

STATUS REPORT

Community First Choice Option (K Plan)

Date: December 10, 2013

Project Owner: 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	Y						

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

Executive update:

This reporting period, the team is re-booting the project. The cross-program working team is focused on and is prioritizing the development of strategies and an amended timeline to complete the FNAT work, along with bringing all the existing ISP's into compliance with K requirements. To do this, ODDS is looking at re-purposing current internal meetings, determining what work can be put on the back burner for now, determining what help the field needs and wants, and what resources can be used to assist them. The team is excited about this direction and appreciates the opportunity to re-group in a more focused manner. The ODDS program staff are continuing to develop a process map to show the flow for CDDP's, Brokerages and state responsibilities on how consumers will receive services from beginning to end; this is scheduled to be completed by late December. Union discussions continue to happen on POC and this timeline is in the process of being re-set as well, looking at a July 1, 2014 implementation date. Last week, a small group of APD & DD policy managers met to discuss how to stay aligned and in-step on policy changes and communication that affect both programs. A second meeting is being scheduled this week.

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	12/13/13	
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	12/13/16	
ISP- Expenditure Guidelines incorporate stakeholder comments/feedback for clarity	In Process	12/20/13	
FNAT-SIS contracting	In Process	12/30/13*	
FNAT- HSRI Contracting	In Process	1/15/14	
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	12/06/13*	
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>	<p>On Schedule</p>	<p>Team is currently reviewing CFR's and identifying ODDS OAR's that will need alignment and developing a plan to tackle them.</p> <p>A Cross-Program Policy team between APD and ODDS is in development to help work on policy issues that both programs need to address and be in sync on. Initial meeting happened on 12/06/13, a subsequent meeting to be scheduled before 12/18/13.</p> <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 waivers will have changes incorporated into upcoming renewals:</p> <ul style="list-style-type: none"> • CIIS Medically Fragile Waiver- adding interim service plan • CIIS Medically Involved Waiver - adding interim service plan
	<p>Oregon Administrative Rules (OAR's) <i>Strategy Lead: Shelly Reed</i></p>	<p>On Schedule</p>	<p>No changes this reporting period. Completed hearings' thus far are the 24 hour residential rule and the children's foster home rule on 11/22/13 with little issue.</p> <p>Next Hearing date is 12/17/13 and will include the following rules:</p> <ul style="list-style-type: none"> • In-Home Support - Children • Medically Involved – Children • Medically Fragile – Children

<p>Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i></p>	<p>On Schedule</p>	<p>This reporting period, the team is looking at strategies to get the needs assessment completed in the field within the next 60-90 days. High level strategies have been identified and are being fine tuned.</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 went out on November 27th regarding an Adult Needs Assessment (ANA) and Children’s Needs Assessment (CNA) informing the field of bi-weekly informational conference calls begin in December 6th, the calls are intended to reduce interpretation and submission errors.</p> <p>Team is working on guidance for the most complex and frequently mis-scored sections of the assessments: Behavior – supervision and Complex Medical. This guidance is expected to be sent via transmittal either with the FAQ or under separate transmittal immediately before or after the FAQ.</p> <p>Also in development is 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 document is expected out to the field 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</p> <p>Field training on the SIS is scheduled to begin on December 18th.</p>
<p>Level of Care (LOC) <i>Strategy Lead: Acacia McGuire</i></p>	<p>On Schedule</p>	<p>No changes this reporting period.</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 agreed 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. The scheduled release date for the amended LOC form is now scheduled for late February.</p> <p>The transmittal regarding keeping LOC active is still in draft process.</p>
<p>Individual Support Plan (ISP) <i>Strategy Lead: Marilee Bell</i></p>	<p>On Schedule</p>	<p>No changes this reporting period.</p> <p>The team has received good feedback from stakeholder/field review on the Expenditure Guidelines and is currently reviewing to determine how to incorporate feedback and provide clarification. A cross-program policy discussion around Natural Supports is currently in progress. The general feeling on the Expenditure Guidelines is to take the time and ensure we publish a useful document vs. getting it out the door quickly. Team will re-evaluate a target date of release this week.</p> <p>An AR sent out on November 7th provided guidelines regarding what needed to be included in locally used ISP’s and to ensure oversight, asked the Brokerages and CDDPs to provide feedback by November 29th. The team is also developing an interim template that can also be used until the one ISP rolls out and this is currently being vetted internally. 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 16, 2013.</p> <p>Core Competencies: Team is currently identifying questions that need a policy decision. Team will work with policy team on proposed responses seek leadership approval. Meeting with Learning Center to be scheduled in December 2nd to determine capacity for modules.</p>
<p>Plan of Care (POC)</p>	<p>Schedule being revised</p>	<p>Currently, a draft timeline is being developed which will re-set the current timelines targeting a July 1, 2014 effective date and will be reviewed with SEIU.</p>

<p><i>Strategy Lead: Julie Harrison</i></p>		
<p>Quality Improvement <i>Strategy Lead: Brent Watkins</i></p>	<p>Behind Schedule</p>	<p>Workstream Lead is scheduling meetings to discuss and develop recommendations on the scheduled spring reviews as the program is transitioning to a new model.</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 Malheur report is not complete and did not meet the 11/30/13 deadline. The Jackson report is still on schedule for 12/20/13. Jefferson review was completed on November 22nd.</p>
<p>Communication Strategy: <i>Strategy Owner/Lead: Nelsa Brodie</i></p>	<p>On Schedule</p>	<p>Completed second draft brochure for children/families and presented to Children’s Services Advisory group for feedback. Received suggestions and developing third draft that will be ready to send to the Families Network Consortium by the end of next week (12/20/13)</p> <p>Additional internal dialogue within Cross-Program/Steering team around how to streamline the workstreams communication. Internal team was not able to map process on 12/06/13 and will be re-scheduled for next week (12/16/13) and when internal review process is completed, we will share with partners</p> <p>An FAQ for how to get kids into K services is in development and internal review. Target date for sharing with the CDDP review group is December 12, 2013.</p> <p>Review the K Plan web page and break down into sections specific for staff and specific for families. Spelling out the audience will help provide more clarity for the reader.</p>