

Oregon Developmental Disabilities Services

STATUS REPORT

Community First Choice Option (K Plan)

Date: December 17, 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	Y	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 overall project status is still "yellow"- behind schedule as the team continues to work on prioritizing the development of strategies and amending the timeline to complete the FNAT work. Staff have identified and brought other team members into workstreams to build up resources. The program staff is working this week on identifying populations, which will inform them on the number of assessments needed to be done, along with location. Once this is identified, strategies will be drafted for the Steering team to review.

Along with this work, program staff are still working hard to bring all the existing ISP's into compliance with K requirements. The ODDS program staff are continuing the development of 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.

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	
Compliance: Develop Exception Process	In Process	1/1/14	
QA/QI: Onboard new manager	Behind Schedule	12/20/13	
FNAT: In home tool FAQ developed & posted on the web	Behind Schedule	12/13/13	
FNAT: SIS contracting	In Process	12/30/13	
FNAT: HSRI Contracting	In Process	1/15/14	
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	Complete	12/13/16	12/16/13
ISP: Expenditure Guidelines incorporate stakeholder comments/feedback for clarity	In Process	12/20/13	
Communication : Team will map a draft streamlined process that includes internal staff as well as partners on reviewing AR, PT, IM's and	Behind Schedule	12/06/13	

approving as well developing best practices			
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>	On Schedule	<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>	On Schedule	<p>Upcoming Rule Hearings are:</p> <p>12/17/2013</p> <ul style="list-style-type: none"> • In-Home Support - Children • Medically Involved – Children • Medically Fragile – Children • Intensive Behavior Program - Children <p>12/18/13</p> <ul style="list-style-type: none"> • CDDP • Supported Living • Employment & ATE <p>12/20/13</p> <ul style="list-style-type: none"> • Comp In-home (Adults) • Support Services

<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>Also in development was an FAQ document that will include questions received in the call-ins, as well as questions submitted individually by the field that was target to go out on December 13, 2013. However, in looking at the questions coming in that are situational and less “frequently asked”, the team believes it a better use of time to focus on finishing the manual.</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>Field training on the SIS scheduled for December 18th has been postponed at this time.</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>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 interim ISP is currently being vetted internally.</p> <p>ODDS Leadership and staff previewed the draft “One” ISP on December 16, 2013.</p> <p>Major remaining tasks include incorporating an “extractable” Career Development Plan into the ISP; defining a risk identification tool; continued refinement of the budget sheet for services; review with “kids” reps to make sure that the perspective of children and families is in place; and incorporating other format and content “tweaks” suggested by ODDs. A review by the Oversight Committee is being scheduled for the first part of January.</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.</p>
<p>Plan of Care (POC) <i>Strategy Lead: Julie Harrison</i></p>	<p>Schedule being revised</p>	<p>No changes this reporting period.</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>Quality Improvement <i>Strategy Lead: Brent Watkins</i></p>	<p>Behind Schedule</p>	<p>Workstream lead is working with leadership on revising the 2014 review schedule.</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.</p> <p>The Malheur review was in August and the Jackson review was in September. At this time the Malheur report did not meet the 11/30/13 deadline, however should be completed by 12/18/13. Jackson data has been entered but not vetted at this point. The Jackson report is still on schedule for 12/20/13.</p>
<p>Communication Strategy:</p>	<p>On Schedule</p>	<p>Completed second draft brochure for children/families and presented to</p>

	<p><i>Strategy Owner/Lead:</i> <i>Nelsa Brodie</i></p>	<p>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 to draft up process for internal comments by 12/20/13.</p> <p>An FAQ for how to get kids into K services is in development and internal review. There continues to be discussion and clarification on policy issues. Target date for sharing with the CDDP review group is now 12/20/13.</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>
--	--	--