

Oregon Developmental Disabilities Services

STATUS REPORT

Community First Choice Option (K Plan)

Date: December 20, 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 continues to work on re-purposing work and clarifying roles with the new team members who have been brought on to help. The X-Policy Team met this week to discuss policy changes or revisions that impact both APD & DD.

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	Schedule in revision	11/22/13	
Compliance: Develop Exception Process	In Process	1/1/14	
QA/QI: Onboard new manager	In Process	12/30/13	
QA/QI: CDDP Review Final Report completed within 90 days of review	Behind Schedule	12/20/13—updated due date for Jackson is 1/7/14	
FNAT: In home tool FAQ developed & posted on the web	Behind Schedule	12/13/13	
FNAT: Draft strategy development to complete assessments in the next 60-90 days	On schedule	1/6/14	
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	12/16/13	12/16/13
ISP: Expenditure Guidelines incorporate stakeholder comments/feedback for clarity	In Process	12/20/13	

Communication : Develop streamlined process that includes internal staff as well as partners on reviewing AR, PT, IM's and approving, as well developing best practices	Behind Schedule	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>	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 was held on 12/18/13 with future meetings to be scheduled for on-going collaboration and discussion.</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>Completed Rule Hearings this week were: 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>On 12/17/13 Representative Gelser attended the hearings and added the following comment to the DD Facebook page: "Many thanks to ODDS for creating such a welcoming and accessible rule making hearing for the families that attended. Thank you, too, for the stated commitment to ensure the rules meet the needs of kids and families. And, of course, thanks to the families that came to share their stories!"</p>

<p>Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i></p>	<p>Schedule in Revision</p>	<p>The team continues to gather data that will help determine strategies to get the needs assessments completed in the field within the next 60-90 days. High level strategies have been identified and are being fine-tuned. We anticipate a draft by 1/6/14.</p> <p>After discussion and streamlining efforts, the team is working on ONE transmittal to go out next week that includes:</p> <ul style="list-style-type: none"> • FAQ • "Best Practices" document developed by ReBAR that includes interpretation guidance on selected sections (this is complete) • "Complex Medical" interpretation guidance (this is complete) • "Differentiating between Behavior Supervision Level" (draft is complete) <p>The ANA/CNA Manual draft will be completed next week. The Complex Medical & Behavior documents, above, will be incorporated into the corresponding sections of the Manual, and the FAQ & Best Practices will be included as appendices</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. The upcoming rule changes in 2014 will require another amendment to the form. The Steering team agreed it would be best to post-poner releasing the amended form until the rule changes can be incorporated in an 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>A 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>ODDS Leadership and staff previewed the draft "One" ISP on December 16, 2013. Major remaining tasks include incorporating an "extractable" Career Development Plan into the ISP, which is in its final steps; 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 leadership. A review by the Oversight Committee is being scheduled for the first part of January.</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 (Jackson and Jefferson/Best Care). The goal is to have a draft of the Final Report to each CDDP within 90 days.</p> <p>The Malheur review was sent to the CDDP on 12/18/13. The Jackson review was in September and the Jefferson review was in November. The Jackson report is behind schedule with a target date for completion on 1/7/14. The Jefferson County/Best Care report has not been started at this point.</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 was to be sent to send to the Family Network Consortium by 12/20/13, and is slightly delayed with a new target of 12/27/13.</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>

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.

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.