

STATUS REPORT

Office of Developmental Disability Services

Date: August 5, 2014

Project Owner: Trisha Baxter

Steering Team members: Lea Ann Stutheit, Chelas Kronenberg, Bruce Baker, Darlene O’Keeffe, Acacia McGuire, Brenda Autry

Cross Program Team Leads: Marilee Bell, Kristine Duffy, Julie Harrison/John Riordan, Joli Schroader, Bruce Baker, Mike Parr, Brent Watkins, Brenda Autry, Dana Hittle, Chrissy Fuchs, Renee Shippey,

Overall project status:

Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15
G	G	Y	G	G								

(Overall project status determined by averaging the status of the strategies and workstreams that are listed below.)

Executive update:

Some highlights for this week’s status report include:

The FNAT workstream sent the Interim tier assignments to Brokerages and CDDPs on August 2nd. This list includes all individuals for whom ODDS has a successfully uploaded Adult Needs Assessment (ANA). The Quality Assurance team is scheduling their first meeting with internal partners to discuss the Quality Management process.

This week’s Transmittals:

Topic	Brief Description
No transmittals are scheduled to be issued this week	

Workstream Updates

	Workstream/Lead	Current Status	Status Update	Upcoming Major Milestones
Workstreams	CMS Compliance Strategy Lead: Joli Schroader	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in the last 2 weeks:</p> <ul style="list-style-type: none"> Continued work on Corrective Action Plan for CMS submission <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Submitting Medically Involved waiver by 8/8/14 Responding to waiver questions from CMS by 8/15/14 Re-submit CAP to CMS for further review by 8/8/14 	<ul style="list-style-type: none"> Response to CMS Request for Additional Information (RAI) on waiver submissions is due on 8/15/14 Submission of Medically Involved Children’s Waiver by 8/8/14

<i>Workstream/Lead</i>	Current Status	Status Update	Upcoming Major Milestones
Oregon Administrative Rules (OAR's) <i>Strategy Lead: Mike Parr</i>	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in the last 2 weeks:</p> <ul style="list-style-type: none"> • Rules Advisory Committee meetings continue <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Continuing RAC meetings • Temp rules for CIIS to be filed by 8/18/14 	<ul style="list-style-type: none"> • All rules to ODDS Rule Policy Analyst by 8/22/14 • All rules to Rule Coordinator by 9/3/14 • All rules to Legislators by 10/3/14 • Rules published in Secretary of Stat Bulletin by 11/1/14 • Hearings held week of 11/18/14 • Perm rules filed by 12/28/14
Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i>	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • The draft ANA/CNA Manual text for the new Social and Community questions was sent to ANA users for review and feedback on July 23rd. The team has made edits based on comments and submitted the final text and transmittal to ODDS management and OHA for review. • Interim tier lists were sent to Brokerages and CDDPs August 2nd. This list includes all individuals for whom ODDS has a successfully uploaded ANA. <p>Activities planned in next two weeks:</p> <ul style="list-style-type: none"> • The ANA/CNA Manual, version 2 will be implemented via Policy transmittal by August 15th • Interim tier reviews began 7/22/14 and will continue through mid-August. 	<ul style="list-style-type: none"> • A decision on the single assessment tool to be made by August 31.
Level of Care (LOC) <i>Strategy Lead: Chrissy Fuchs</i>	Yellow	<p><i>Previous Status: Yellow / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Field review of LOC and technical guides began 7/29/14. <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Review feedback from field review. 	<ul style="list-style-type: none"> • Finalize LOC and Technical guides by 8/31/14

<i>Workstream/Lead</i>	Current Status	Status Update	Upcoming Major Milestones
Individual Support Plan (ISP) <i>Strategy Lead: Marilee Bell</i>	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks</p> <ul style="list-style-type: none"> • July 31st held two listening sessions with field test participants, and project leads. SCs, PAs, and Services Providers gave excellent feedback and suggestions. <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Compile findings from the field test to share on 8/14/14 in small work group meetings and with the advisory stakeholder group later in the day 	<ul style="list-style-type: none"> • 8/20/14- Introduce a broad and practical overview of ISP details at SC/PA conference • 10/15/14 – Integration of Career Development Plan into the ISP • 9/1/14-10/31/14 - Prepare training materials and final comments for statewide release • 11/1/14-12/15/14 - Roll out of regional trainings statewide • 1/1/15 – Statewide implementation
Plan of Care (POC) <i>Strategy Lead: Julie Harrison</i>	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Develop PSW training schedule based off of new timeline. • POC Agency Claims Netlink trainings held on 7/29, 7/30 & 7/31. • Updated Create POC for Employment Svcs netlinks for CDDP/Brokerage staff scheduled. • Update & release new User Guides for the field for POC service entry/creation for employment services completed & ready for release to the field 8/4/14. <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Re-Enable CDDP/Brokerage user access to POC by 8/5/14. • eXPRS/POC deployment scheduled for evening of 8/5/14. • More POC Agency Claims Trainings to be held – 8/5, 8/12 and 8/14 • Updated Create POC for Employment Svcs Netlinks for CDDP/Brokerages to be held – 8/7 and 8/14 • Participate in the SC/PA Annual Conference 8/20 and 8/21 	<ul style="list-style-type: none"> • 8/5/14 - CDDPs and Brokerages can start entering plans into eXPRS • 7/29/14 – 8/31/14 - POC Claims Training for Agencies • 09/01/14-Agency provided Employment/Day services moved into POC
Quality Improvement <i>Strategy Lead: Brent Watkins</i>	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Submitted CDDP/Brokerage field review questions to the Office of Business Intelligence (OBI) <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Begin meeting with OBI to start building list of systems requirements and development of the project plan • First meeting to discuss Quality Management process 	<ul style="list-style-type: none"> • Onboard initial staff by 8/15/14 • QA Workgroup meeting by 8/29/14

	Workstream/Lead	Current Status	Status Update	Upcoming Major Milestones
	Training <i>Strategy Lead: Marilee Bell</i>	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • No changes <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Schedule being developed to include 30 high priority topics which will repeat four times through out the two days. Anticipating that day one and day two will be identical, for those who can attend for only one day. • Speakers are being identified. • Proposed conference schedule will be sent to CDDPs and Brokerages • Stakeholder groups representing Services Coordinators, Personal Agents, Direct Support Professionals and Self advocates vetting of draft core competencies • Continue to receive feedback and incorporate into core competency curriculum 	<ul style="list-style-type: none"> • 8/20-8/21 – SC/PA conference in Corvallis • 8/31/14 – Core Competencies vetted by field and ODDS • 10/1/14 – Field test of Core competencies begins • 3/15/15 – Statewide implementation of Core Competencies
	Communication Strategy: <i>Strategy Owner/Lead: Brenda Autry</i>	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • No changes <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Web team to review and consult with ODDS regarding content 	<ul style="list-style-type: none"> • ODDS Web page re-designed, Fall 2014
	Contracts Administration: <i>Lead: Renee Shippey</i>	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Contract Administrator is receiving signed CDDP amendments back <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Brokerages are continuing review of their amendments • Counties continuing to return signed amendments • Begin Drafting new CDDP Amendments 	<ul style="list-style-type: none"> • Brokerage amendments executed • CDDP amendments executed
	Service Access: <i>Lead/Vacant</i>	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Sought and received clarification from CMS affirming our approach for service timelines • Started a temporary rotation of OPA 2 Complaint Coordinator until permanent one is hired <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Final NOPA form and instructions available for use 	<ul style="list-style-type: none"> • Implementation of complaints web page • Distribute service process map

Key

Green	On Schedule
Yellow	Schedule slipping or needs change management.
Red	Schedule is behind. Major barriers or issues to address at Steering level.