

STATUS REPORT

Office of Developmental Disability Services

Date: August 19, 2014

Project Owner: Trisha Baxter and Lilia Teninty

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

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

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:

This week, the team welcomes their new Director, Lilia Teninty. She spent time on her first day with wll of the workstream leads in their monthly strategy meeting. The team looks forward to working with Lilia in her new role.

We added the Stabilization and Crisis Unit as a new workstream to the status report this week. Overall the project status is remains green.

This week’s Transmittals:

Topic	Brief Description
ANA/CNA Manual	Provides guidance in the completion of ANAs and CNAs

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 Waiver RAI questions sent to CMS 8/13/14 Waiver CAP sent to CMS 8/15/14 0117, 0375, 40193, and 40194 waivers re-submitted to CMS on 8/15/14 CMS responded on 8/12/14 to a question submitted that a full K-Plan review which would have included a complete performance measure review is not required for 9/30/14. <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Continue work on Medically Involved Waiver 0565 	<ul style="list-style-type: none"> Submission of the Medically Involved Waiver upon CMS approval of the other four waivers


<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 completed <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Temp rules for CIIS to be filed by 8/22/14 upon completion of OHA review Finalize rules based upon feedback from RAC meetings 	<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 Rules published in Secretary of State 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"> ANA/CNA Manual completed and ready for transmittal to the field <p>Activities planned in next two weeks:</p> <ul style="list-style-type: none"> The ANA/CNA Manual, version 2 will be transmitted to the field on August 22 	<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 <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> LOC transmittal 8/29/14 Training at the SC/PA Conference August 20th and 21st 	<ul style="list-style-type: none"> Finalize LOC and Technical guides by 8/31/14 Phase out of the old form by 11/1/2014
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"> Incorporated findings from field test into new ISP and support documents; Reviewed with Stakeholder group who provided additional recommendations. <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Hold Stakeholder meeting for incorporation of the Career Development Plan into the proposed new ISP. 	<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

<i>Workstream/Lead</i>	Current Status	Status Update	Upcoming Major Milestones
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"> • Enabled CDDP/Brokerage user access to POC • Updated POC for Employment Svcs netlinks for CDDP/Brokerage staff held on 08/7/14 & 8/14/14 • Remaining Brokerage Certified Agency Providers enrolled/activated for POC • More POC Agency Claims Trainings held 8/12, 8/14 and 8/18 <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Weekly Call-Ins scheduled with CDDP/Brokerage staff to discuss/troubleshoot POC entry issues • Develop PSW training schedule 	<ul style="list-style-type: none"> • 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"> • Held first meeting with OBI to discuss process, design, and functionality options. We will meet every two weeks for the foreseeable future. • Extended an offer to one staff for compliance specialist position. • Held first meeting to discuss Quality Management process <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Ongoing collaboration with OBI to discuss field review process • Ongoing development of Quality Management system 	<ul style="list-style-type: none"> • Onboard initial staff in September • QA Workgroup meeting in September
Training <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"> • Posted materials for the conference in the Learning Center. <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • 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

	Workstream/Lead	Current Status	Status Update	Upcoming Major Milestones
	Communication Strategy: Strategy Owner/Lead: Brenda Autry	Yellow	<p><i>Previous Status: Yellow / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Web team reviewed and consulted with ODDS regarding content <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Re-submit contents of web page after reviewing for appropriate reading level Consult with ODDS leadership regarding content managers being assigned to the website. 	<ul style="list-style-type: none"> ODDS Web page re-designed, Fall 2014
	Contracts Administration: Lead: Renee Shippey	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Brokerages returned their comments on Amendment #1 <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Counties continuing to return signed amendments Drafting new CDDP Amendments Review brokerage comments and develop final amendments for signature 	<ul style="list-style-type: none"> Brokerage amendments executed CDDP amendments executed
	Service Access: Lead/Vacant	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Training on the final NOPA form 	<ul style="list-style-type: none"> Implementation of complaints web page Distribute service process map
	Stabilization and Crisis Unit: Lead/Tracy Strahan	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Met with community partners to further develop relationships, and discuss placement options for clients who are stabilized and ready to step down (move into a less restrictive placement) into the community Stepped down two clients into community placements <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Continue to meet with community partners to develop relationships and find suitable placements for clients who are stabilized and ready to step down 	<ul style="list-style-type: none"> Development of metrics tracking client entries, exits, and length of stay Development of action plans to decrease length of client stay and increase the number of client exits

Key

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

 Steering level.