

STATUS REPORT

Office of Developmental Disability Services

Date: September 23, 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	G							

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

Executive update:

The Quality Improvement team has the quality management process charter ready to submit to the sponsor for approval. FNAT work stream is developing a plan to assist with assessments for residential and foster clients.

This week’s Transmittals:

Home Delivered Meals	
Liens for home modifications	
PSW rate changes 2014	
Supported Living -Correction	

Work stream Updates

	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
Work streams	CMS Compliance Strategy Lead: Joli Schroader	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in the last 2 weeks?</p> <ul style="list-style-type: none"> 372 reports submitted to OHA for submittal to CMS. Presented overview of the HCBS Transition plan to CPAO and ORA <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Respond to RAI from CMS on the four waiver submissions Clarify public notice requirements for waiver submissions Continue ongoing work with global transition plan Ongoing work on quality management collaboration process with QM team 	<ul style="list-style-type: none"> Submission of the Medically Involved Waiver amendment Submission of the global transition plan by 10/13/14 to CMS Negotiate CMS approval of 0117, 0375, 40193, 40194 waivers

<p>Oregon Administrative Rules (OAR's) <i>Strategy Lead: Mike Parr</i></p>	<p style="text-align: center;">Green</p>	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in the last 2 weeks?</p> <ul style="list-style-type: none"> No Updates <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Continue working toward ongoing milestones 	<ul style="list-style-type: none"> Sept 24 - ODDS Director Review/Approval Sept 29-Oct 8 - OHA Review Oct 13 - Notice Filed and Distributed Nov 19-21 Hearings Nov 25- Public Comment Period Ends Dec 12 - ODDS Director Review/Approval Dec 15-24 - OHA Review Dec 26 - Permanent Filed/Effective
<p>Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i></p>	<p style="text-align: center;">Green</p>	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> No Updates <p>Activities planned in next two weeks:</p> <ul style="list-style-type: none"> Team is developing a plan to complete assessments for 24-hour residential clients by 10/31/14 	<ul style="list-style-type: none"> New Director of ODDS will make a decision on the process for the single assessment tool decision by September 30th
<p>Level of Care (LOC) <i>Strategy Lead: Chrissy Fuchs</i></p>	<p style="text-align: center;">Complete</p>	<p><i>Previous Status: Green / Trending Green ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> LOC and technical guides are complete <p>Activities planned for next two weeks:</p>	
<p>Individual Support Plan (ISP) <i>Strategy Lead: Marilee Bell</i></p>	<p style="text-align: center;">Green</p>	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> CDP work group met and made additional revisions to the Career Development Plan Risk work group is developing a matrix to standardize identification of high risks Presented on proposed ISP to ORA; Child and Family Advisory group; CPAO <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Work group and stakeholders scheduled to meet on 9/23/14. Continue to incorporate feedback on the career development portion of the ISP Continue to develop training materials Continue to work on scheduling of regional forums 	<ul style="list-style-type: none"> 9/1/14-12/1/14 - Prepare training materials and final comments for statewide release of one ISP 1/15/15 – 2/28/15- Roll out of regional trainings statewide 3/31/15 – Statewide implementation extended to Spring 2015

<p>Plan of Care (POC) Strategy Lead: Julie Harrison</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Training in Deschutes county was held for PSWs and Service Coordinators in preparation for upcoming pilot <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Continued entry of POCs by field • Continue weekly call-ins for field for questions/troubleshooting related to plan entry • Preparation and training for October 1 pilot 	<ul style="list-style-type: none"> • CDDP Pilot begins 10/1/14 • Brokerage Pilot begins 11/1/14 • POC full implementation 1/1/15
<p>Quality Improvement Strategy Lead: Brent Watkins</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Quality management collaboration process charter submitted to for sponsor approval • Met with OBI to respond to additional questions related to the electronic QA system <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Ongoing collaboration with OBI • Adding detail to QM collaboration project plan • Hold QA field review workgroup meeting on September 25th • Post additional QA compliance specialist positions 	<ul style="list-style-type: none"> • Review and track timelines in rules, policy transmittals, etc. to identify dates when CDDPs and Brokerages are accountable to begin implementing required actions by mid-October
<p>Training Strategy Lead: Marilee Bell</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Continue to receive feedback and incorporate into core competency curriculum <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • All training materials from the conference will be available on the website 	<ul style="list-style-type: none"> • 10/1/14 – Field test of Core competencies begins • 10/1/14 - Develop strategy for a statewide “train the trainer” model with PAs and SCs through out the state for ODDS management review. • 3/15/15 – Statewide implementation of Core Competencies
<p>Communication Strategy: Strategy Owner/Lead: Brenda Autry</p>	<p>Yellow</p>	<p>Previous Status: Yellow / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • No updates <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Assignments being made for content managers on the website. • Collaborate with ODDS Operations to refine communications process flow 	<ul style="list-style-type: none"> • ODDS Web page re-designed, Fall 2014

<p>Contracts Administration: Lead: Renee Shippey</p>	<p>Green</p>	<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"> Execute last county amendment #6 Submit new CDDP Amendments to managers for review Incorporate management decision into brokerage amendment and with OC&P to update and send to brokerages 	<ul style="list-style-type: none"> Brokerage amendments executed Jefferson county amendments executed
<p>Service Access: Lead/Vacant</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> ODDS has started a pilot on the Notice of Planned Action form Complaint Coordinator interviews are complete <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Complete hiring process of the Complaint Coordinator 	<ul style="list-style-type: none"> Implementation of complaints web page
<p>Stabilization and Crisis Unit: Lead/Tracy Strahan</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> No updates <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 Coordinating with community partners and staff to prepare for two (2) clients exits in the next two weeks. Developing training plans for community homes. 	<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

Risk Log

Risk	Impact	Mitigation	Responsible Party	Date Completed
<p>Communications Lead: Need leadership to assign content managers to the website. At least three.</p>	<p>OIS will not allow the website to go up without managers and ODDS will not be able to complete this project by the Fall</p>	<p>Assign content managers ASAP</p>	<p>Chelas</p>	
<p>Quality Improvement Collaboration project: Project requires commitment from internal agencies to achieve the level of improvement being sought in data gathering, data analysis, and quality improvement and reporting.</p>	<p>Improvement would be limited to those processes controlled by core group (ODDS, APD and OHA).</p>	<p>Engage agency leadership and secure commitment to systemic process improvement. Target Date: 10-15-14</p> <p>Complete project core membership (APD, DD and OHA). Target date: 10-15-14.</p>	<p>Don</p> <p>Don</p>	<p>9-16-14</p>