

STATUS REPORT

Office of Developmental Disability Services

Date: February 24, 2015

Project Owners: Lilia Teninty and Don Erickson

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, Joli Schroader, Mike Parr, Brent Watkins, Brenda Autry, Dana Hittle, Renee Shippey, Tracy Wilder, Jeannette Baxter

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	G	G	G	G	G		

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

Transmittals:

- Worker Guide for issuing Notification of Planned Actions
- Conflict of Interest
- Corrected – SIS and ANA assessments
- Amendment of In home Expenditure guidelines & Authorization of Ongoing Behavior Consultation
- Provider Assessment
- No new entries to Sheltered Workshops as of July 1, 2015

Work stream Updates

	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
Work streams	CMS Compliance <i>Strategy Lead: Joli Schroader</i>	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in the last 2 weeks?</p> <ul style="list-style-type: none"> • Comp and Supports Waivers RAI sent to OHA 2-13-2015 • RAI, Comp, and Supports waivers submitted to CMS on 2-17-2015 <p>Activities planned for next 2 weeks?</p> <ul style="list-style-type: none"> • Ongoing work with HCBS global transition plan • Ongoing work on quality management collaboration process with QM team • 372 report for Comp and Supports waivers due 12-31-2014 still with OHA/DHS leadership • Medically Involved waiver to OHA for review prior to submission to CMS – 2-11-2015 • Ongoing weekly meeting with ODDS to discuss waiver amendments 	<ul style="list-style-type: none"> • Submission of the Medically Involved Waiver amendment • Negotiate CMS approval of 0117, 0375, 40193, 40194 waivers – no later than March 7, 2015. • Approval for QIS that will come with waiver approval, or before then. The QIS is included in the CAP as well.
	Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i>	Green	<p>Previous Status: Green / Trending Yellow: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • No changes <p>Activities planned in next two weeks?</p> <ul style="list-style-type: none"> • ANA/CNA Version C testing (2nd test) to be sent to CDDPs and Brokerages 	<ul style="list-style-type: none"> • ReBAR conducting ANAs for individuals in 24Hour residential (DD50), beginning February, 2015 • Plan for ANAs and or SNAPs being conducted by June 2015 for individuals in Foster Care (DD58)

str	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
	Individual Support Plan (ISP) Strategy Lead: Marilee Bell	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Provided training in Grants Pass, Klamath Falls and Medford area to SC/PAs; residential, employment, foster care, supported living service providers; and a family/self advocate forum <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Compiling questions raised in trainings and preparing responses for vetting by ODDS staff. • 2/23-27- providing training in Salem/Albany 	<p>3/9-19 – Pendleton 3/16-20 – Eugene 3/23-27 - Portland</p> <ul style="list-style-type: none"> • <i>Statewide implementation – Begin planning in April, 2015 for those plans that are due in June. If all team members are trained in the new ISP, the new ISP can be used immediately if so desired. Use of the new ISP will follow a statewide roll out based on when new plans are due. Anticipate statewide use of the new ISP by June, 2016 for those individuals receiving K/waiver services.</i>
	Plan of Care (POC) Strategy Lead: Julie Harrison	Yellow	<p>Previous Status: Green / Yellow: ↔</p> <p>Accomplishments in last two weeks:</p> <ul style="list-style-type: none"> • Notices to PSWs, Employers and Consumers regarding POC implementation timelines has been completed and distributed • Notices of PSW eXPRS Readiness has been completed and distributed • Process and Conditions for Manual Rates and Units submission for POC participants has been completed and distributed • POC February Participation will included: UCP, Full Access, Community Pathways, Inc., EOHS, Mentor Oregon (Mid-Valley), and Clackamas, Deschutes and Grant, Lincoln, Union and Yamhill CDDPs • Additional eXPRS/POC trainings held for PSW and Agency providers. • Held first Q&A conference call with CDDP/Brokerages • Held planning meetings re: transition of CIIS to eXPRS/POC • Preparations for the CDDPs/Broks who will be moving to POC in March. <p>Activities planned for next two weeks:</p> <p>Communication under development:</p> <ol style="list-style-type: none"> 1. Collaborative distribution/publishing of POC Implementation timelines (DHS, SEIU, HCC, CDDPs and Brokerages) 2. Notices of 30 and 90 Day PSW PEA and CHC expirations 3. Planning mtgs scheduled re: transition of CIIS to eXPRS/POC 4. Presently recruiting the DD Technical Triage unit (as part of ITBSU) 	

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	Quality Improvement Strategy Lead: Brent Watkins	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Conducted Clackamas County Field Review Reporting Collaboration SharePoint Team site is active First phase of automation of auditing processes ready for development Finalized criteria for QAFR reports <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Inclusion Inc. Brokerage review scheduled for Feb. 23-27 Yamhill County CDDP Field Review scheduled for March 4-5 QAFR reports active and available to field Finalize Umatilla and Clatsop Field Review reports Final mapping sessions for initial SharePoint audit automation process 	<ul style="list-style-type: none"> Post developed QA tools and resources on DD QA page: http://www.oregon.gov/dhs/DD/Pages/quality-assurance.aspx Completion date of audit process mapping has been amended—likely completion now end of February or into March
	Training Strategy Lead: Marilee Bell	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"> ODDS staff will continue to review competencies which have been vetted by the field (providers, services coordinators and personal agents). Field test is continuing on vetted modules which have completed the production stage in development. Conference planning meeting on February 27, 2015. 	<p>Core Competency:</p> <ul style="list-style-type: none"> 1/1/15-3/14/15 – Incorporate changes to modules; test in the Learning Center; Upload materials 3/15/15 – Statewide implementation of Core Competencies Service Coordinator/Personal Agent conference scheduled for June 23rd and 24th in Corvallis.
	Communication Strategy: Strategy Owner/Lead: Brenda Autry	Complete	<p>Previous Status: Yellow / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Project complete. Will remain on the status report for 30 days. 	
	Contracts Administration: Lead: Renee Shippey	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> County Council reviewed second draft and commented Final Service Element drafts returned by CDDPs and reviewed by management <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Next 3 Service Elements will be reviewed by management and submitted to OC&P Waiting for Jefferson County response regarding Amendment 6 Reviewing feedback from County Council's regarding second draft of 15-17 template Begin drafting brokerage 15-17 template 	<ul style="list-style-type: none"> Send 15-17 Service Elements to OC&P for DOJ review Prepare 3rd draft of 15-17 Contract template for County staff and DOJ to review

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	Service Access: Lead/Jeanette Baxter	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Transmittal to field of Worker guide scheduled to go out on 02/28 <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Transmittal to notify field of Worker Guide Schedule meeting with DD Council to review revised Complaint Form and Complaint Website Verbaige Meeting to review Complaint Website and Complaint Form scheduled for 02/26 	<ul style="list-style-type: none"> Implementation of complaints web page by 02/15 Revise Complaint form 03/15 Development of Worker Guide for issuing Notification of Planned Actions by Feb. 2015
	Stabilization and Crisis Unit: Lead/Tracy Wilder	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"> Analyzing the acuity levels and stability of current clients to determine appropriate next steps, i.e., step down internally from locked home to unlock home, step down to community placement, etc. Developing strategic plan and appropriate next steps. Coordinating with community partners and staff to prepare for four (4) clients to step down into community placement settings. Developing training plans for community homes. 	<ul style="list-style-type: none"> Development of metrics tracking client entries, exits, and length of stay Continued development of action plans to decrease length of client stay and increase the number of client exits. Implementation of new software program that will allow the agency to better track client activities.

Risk Log

Risk	Impact	Mitigation	Responsible Party	Date Completed
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