

STATUS REPORT

Office of Developmental Disability Services

Date: March 3, 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	G	

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

Transmittals:

- No transmittals this week

Work stream Updates

	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
Work streams	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"> RAI , Comp, and Supports waivers submitted to CMS on 2-17-2015 372 reports for Comp and Supports Waivers submitted to CMS on 2-23-2015 <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 Medically Involved waiver to OHA for review prior to submission to CMS – 2-11-2015 Ongoing weekly meeting with ODDS to discuss waiver amendments Questions from CMS on Comp and Supports waivers’ 372 reports due 3-13-2015 	<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) Strategy Lead: Kristine Duffy	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 ReBAR scheduling ANAs for individuals in 24Hour residential (DD50) with upcoming ISPs. 	<ul style="list-style-type: none"> 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 Salem and Albany area to Services Coordinators/Personal Agents; Foster providers and Agency providers; and families and people with I/DD. <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. • Providing training in Portland for SCs on March 5, 2015 • Training in Pendleton on Monday, March 9th (evening forum for families and people with I/DD). Training with SCs/PAs; Service providers and foster providers on March 11th 	<ul style="list-style-type: none"> • 3/16-20 – Eugene • 3/23-27 - Portland • 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 with SC/PA approval. . 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.
	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) 	

str	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
	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 Inclusion Inc. Brokerage 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"> 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 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"> SC/PA conference planning committee met 2/27 <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. 	<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><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Worker guide complete <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Drafting revised Complaint Website and Complaint Form 	<ul style="list-style-type: none"> • Implementation of complaints web page by 03/15 • Revise Complaint form 03/15
	Stabilization and Crisis Unit: Lead/Tracy Wilder	Green	<p><i>Previous Status: Green / Trending: ↔</i></p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Successfully planned and coordinated with community partners to develop training and transition plan(s) for one (1) client to move into SACU, facilitated the move of one (1) client into a community placement, while two (2) clients stepped down into lesser restrictive homes within SACU, preparing to step down into community placements. <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 eight (8) 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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