

**Coordinating Subcommittee for Division of Developmental Disabilities
(Meeting Summary)
June 2, 2015**

The Coordinating Subcommittee for Division of Developmental Disabilities (DDD) Services met at AIDT. The meeting was called to order by the Chair, Courtney W. Tarver, Associate Commissioner.

Voting Members Present

Jeff Williams, ADMH/DD
Jo Poates, AAMRDD Representative
Wallace Davis (Terry Bartlett), Other Providers Representative
Myra Jones, Alabama Council DD
Terry Pezent, the Arc of Alabama Representative
Wade Reese, ACE/Arc Representative
Anne Penney, Alabama Council Representative
Melissa Kirkland (Jim Dill), Alabama Council

Visitors

Beatrice McLean, ADMH/DD
Penny Rozell, ADMH/DD
Byron White, ADMH/DD
Connie Batiste, ADMH/DD
Andy Slate, ADMH/DD
James Tucker, ADAP
Gary Edwards, UCP
Lou Vick, The Arc of Walker County
Carolyn Little, Little CRF, LLC
Rose Hill, Hill CRF, LLC
George Neal, ADMH/DD
Chris Stewart, The Arc of Jefferson County
Brooks Greene, The Arc of Jefferson County
Beverly Hudson, ADMH/DD
Barbara Huguley, ADMH/DD
Joe Carter, Glenwood
Eleanor Tolbert, ADMH/DD
Karen Stokes, The Arc of Shelby County
Jess Butrica, AWE/Arc
Jan Seegars-Frye, AWE/Arc
Susan Ellis, People First of Alabama
Katy Johnson, People First of Alabama
Karen Willis, People First of Alabama
Zane Welch, PHP of Alabama
Veda M. Porterfield, ADMH/Advocacy

Recorder

Shirley Hicks

Agenda

A motion was made by Ms. Poates to accept the agenda as distributed, and Dr. Penney seconded motion. The motion was approved.

Approval of May 5, 2015, Meeting Minutes

Mr. Williams made a motion to adopt the minutes as presented, and the motion was seconded by Ms. Jones. The motion was approved.

Associate Commissioner (AC) Report

- AC Tarver provided an update on the budget. There is still not a budget in which more accurate planning can be accomplished. For planning purposes, he suggested that everyone base their financial planning on a level funded budget and try to operate in a manner that will maximize all federal dollars. Although a lot of great effort was made toward our stakeholders educating the legislators on budget and services needs, it is still crucial to focus on a continuous engagement with legislators about our system. It is important to continue this same type of effort between legislative sessions.
- The Managed Long-Term Care Bill passed, and its language excludes the Intellectual Disabilities (ID) and Living at Home (LAH) Waivers. Under managed care, there will be integrated care network (ICN) organizations similar to the medical care regional care organizations (RCOs). Individuals who are covered by RCOs will not fall under integrated care network organizations. Since the costs of care under DD is naturally higher than the costs of other long term care, and this will be more noticeable once the integrated care network is established, it is important to know that DD is moving in the right direction in regards to the type and costs of providing integrated care for the individuals we serve. This is because additional resources from other service systems will become more available.

ID Waiver Transition Update

- AC Tarver presented an update. In connection with the ID Waiver renewal, the compilation of generated questions from the regional offices were processed and responded to. The majority of the questions related to the 15 minute unit documentation, and this was addressed with Medicaid. They have concurred that documenting services every 15 minute will not be required. Examples of what type of documentation Medicaid deemed acceptable were presented to the group. Mr. Williams presented a scenario of an 8-hour day and that documentation will need to be provided by-service type and by-amount of time per activity. For instance, if day habilitation is from 8:00 – 10:00, only one note is required for documentation of the 8 units.
- There was further discussion and concerns were expressed about the 15 minute increment documentation, specifically prevocational services and day habilitation services in that the frequent documentation might create massive workloads. This type of documentation entails tedious daily billing for each person based on services type.
- An inquiry was presented about whether or not an accommodation for edits in billings can be established. Also, a concern was expressed about whether SPAN billing will be affected. It was explained by AC Tarver that since there will likely be more than one particular services rendered in a week or possibly in the same day, SPAN billing will be less likely for many people. To help with plans though, day hab services will be annualized to allow flexibility of how people spend their days for billing.
- The group was assured the goal is to make the billing process as simple as possible. Medicaid will be contacted regarding additional clarification on billings and financial arrangement for documentation of services.
- A discussion was held about CMS rules and regulations in regards to the 15 minute increment documentation.

- Mrs. McLean explained that Phase I of the ID Waiver Renewal Roll-Out is the current phase. This phase consists of converting day habilitation, the pre-vocational service, and supported employment per diem to 15 minute units. In terms of Phase II, information will be communicated to providers regarding the community experience services and other new services of the waiver. Also, any providers who provided day habitation in the past should be able to provide community experience services. Volunteering in the community is a good example of community experience for an individual. If there are any questions about implementation of the new services, please channel them through the regional offices and they will be filtered through Mrs. McLean.
- The phases for implementing the new services are included the ID Waiver Roll Out with implementation dates included in the training information that is posted on the ADMH/DD website. Everyone was asked to reference the ID Waiver Renewal Roll-Out on the website. The related codes are not on the website, and the Medicaid codes and definitions currently on the website do not match our codes. Over the course of the next few weeks, additional information for the ID Waiver will be added to the website. We all need to work through the waiver renewal changes with a spirit of patience and cooperation.
- Ms. Poates noted in terms of documentation, before they can revise the POC, they must be granted permission from the regional offices. Providers need guidance on what is considered sufficient documentation, they need to be allowed the flexibility of having several services in one day. When providers submit regional requests, regional offices want to know the basis for the change request in the POC. Mrs. McLean acknowledged that we would address the need for written guidance and consistency across regions in terms of what type of documentation is required.
- As we renew and draft the Living at Home Waiver, the ACT II Waiver, all common service definitions with the ID waiver will be the same.

Meaningful Day Update Pilot

Ms. Rozell presented an update. The case managers are conducting the PCP meetings as well as being trained by the QE staff. Also, there has been great participation and everything is progressing well.

AC Tarver noted data will be collected on the pilots regarding what additional costs would have been incurred through this true person-centered process. To gain perspective from any providers who may have participated in the pilot's meetings, he inquired if anyone in today's meeting attended any of the PCP's meetings. There was no response.

Waiting List

Mr. Williams presented an update. Waiting list data was distributed, to include the waiting list by county. To date the waiting list status is 3,246.

- Status 1 waiting, no services provided – 2192
- Status 2 waiting, partially served – 965
- Status 3 – waiting, no services, not critical – 38
- Status 4 – waiting, partially served, not critical – 52
- Year to date, 346 people were added to the list.

Old Business

Mr. White presented the following update:

- A lot of training has been conducted for job coach and benefits planning in an effort to get families, DMH staff, and providers trained.
- There have been seven Project Search programs this year with three additional programs coming online next year.

- Three Adult Gate Programs (UCP Birmingham, VOA, and Mobile Arc) began this year. The next GATE Program orientation will be held at the AL-APSE/ACDD Employment Conference at the Renaissance Plaza in Mobile. This employment conference will be held June 17-19, 2015.
- Planning has been progressing with the subject matter experts (SMEs) under the Employment First State Leadership Mentoring Program.
- The DEI Grant is running smoothly and, so far, the Disability Resource Coordinators have contacted approximately 150 people with disabilities for employment and related services.

The following items were also shared:

- AC Tarver attended the Jeff Ridgeway Memorial event in Mobile last week. A Certificate from the Legislature sponsored by the Mobile Legislative Delegation was presented to his family. Many friends of Jeff gave personal stories about him and his dedication to advocacy for people with disabilities.
- Ms. Jones announced the transportation meeting, conducted by Ms. Laurel, will be held at the upcoming AL-APSE conference in Mobile, June 17-19, 2015. Ms. Laurel is currently conducting analyses of transportation in all counties.
- People First of Alabama is working on a leadership grant for teenagers in Pelham and Auburn. They recently attended the Legislative Day Rally and the ADA celebration.
- Ms. Pezent consulted with Mr. Williams regarding providing a 3-day training for QDDP's at the Disability Conference in October. Certificates will be presented, but they only have 40 slots available. Information will be posted on the Arc of Alabama website under the Alabama Disability Conference link. Ms. Poates wanted to know if this same training can be available online just like the case manager training. Mr. Williams specified that the training needs to be conducted in a group in person.
- Mr. Williams noted July 1st is the timeframe when a new list of people to be served from the waiting list will be retrieved.
- Dr. Edwards announced they have not yet scheduled the next Disabilities Coalition meeting. They have been communicating much with RCO's around managed care.

Next Meeting

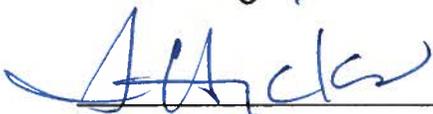
The next DD Subcommittee Meeting will be held July 7, 2015, at ADRS.

Adjournment

With no further business, the meeting was adjourned.



Courtney W. Tarver, Associate Commissioner
Division of Developmental Disabilities



Shirley Hicks
Recorder