

**ADMH Division of Developmental Disabilities**  
**Coordinating Subcommittee Zoom Meeting Summary**  
**July 7, 2020**

**Participants:** There were 241 Participants.

**Meeting Called to Order:** The meeting was called to order by AC Pezent.

**Agenda:** A motion was made by Mr. Arvy to approve the agenda. The motion was seconded by Mr. Reese. The agenda was approved.

**Approval of June 4, 2020 Minutes:** A motion was made by Mr. Oliver and seconded by Ms. Poates to approve the previous meeting minutes. The minutes were approved

**COVID-19 Impact Report (Connie Batiste):** For agency staff, as of March 31, 2020, there were 3, 863 tested, 161 positive, and 1 death.

For individuals receiving service from March 6, 2020 to July 6, 2020, there are approximately 3,384 individuals receiving Residential services.

Region 1 – 105 tested, 11 positive, 2 deaths	Region 2 – 126 tested, 15 positive, 0 deaths
Region 3 - 113 tested, 26 positive 2 deaths	Region 4, - 79 tested 13 positive, 1 death,
Region 5 - 22 tested, 6 positive, 0 deaths	<b>Total:</b> 445 tested 71 tested positive and 5 deaths

ADMH-DD Quality Enhancement and Incident Managers have developed a COVID-19 Prevention and Reporting webinar to help community providers monitor, prevent, identify, and report COVID-19 cases in home and community-based programs. QE staff will provide information on the following topics:

- Signs and symptoms of COVID-19
- Methods of transmission
- Risks to community programs
- Frequent monitoring practices
- Preventative measures
- Best practices to ensure the safety and well-being of people with ID/DD

Because Therap has added more fields in the system for reporting COVID-19, incident managers will provide step-by-step guidance on reporting COVID-19 related incidents. An introduction to new features for communicable diseases will also be provided to ensure real-time updates for:

- Contact/exposure to COVID-19
- Negative results
- Positive results
- Presence of symptoms
- Test status
- The first training class is July 9<sup>th</sup>, and the remaining training schedule will be sent to everyone.

**Appendix K (Rita Wingard):** Appendix K PowerPoint Presentation was provided. Appendix K is time limited and specifies the temporary emergency waiver changes to provider settings and qualifications during the declared emergency. It is tied to specific individuals affected by the pandemic. The presentation and Appendix K will be sent to Ms. Waren to distribute to all providers. Also, Mr. LaPorte was thanked for preparing the powerpoint presentation and Appendix K application.

**Infectious Disease Emergency Plan (Amy Waren):** An email was sent from regional offices to DDD providers on June 15, 2020, marked "Urgent", and requesting that their emergency plans be submitted and entered in ADIDIS notes. The deadline was yesterday. Currently, only 50% of the plans were received statewide. If there are any problems entering plans in ADIDIS, please contact your regional offices for assistance. For copies of the policies that were sent to providers, please contact the regional offices. It is imperative updated infectious disease policies and emergency plans be submitted.

**COVID-19 Workgroup (AC Terry Pezent):** The COVID-19 Workgroup is represented by the voting members from the DDD Subcommittee and representatives from the smaller and larger group providers. The next meeting is July 15 to review providers' infectious disease policies, emergency plans, and the individual risk and services assessments. In addition, a representative from Alabama Department of Public Health will attend the meeting regarding providers not having access to COVID-19 testing. Another guidance will be communicated to everyone following this meeting. Another COVID 19 guidance will hopefully be sent out by next week.

**Intellectual Disabilities (ID) and Living at Home (LAH) Waivers Renewal (Rita Wingard):** The ID and LAH waivers are being renewed again, even though the ID waiver was renewed in October 2019. To promote continuity between the waivers, going forward both waivers will be renewed during the same timeframe. A few of the ID waiver proposed changes are intake responsibility of waiver, eligibility enrollment, redetermination, changing the responsibility intake from support coordination agencies to ADMH regional office staff, and changing the self-direction liaison from contract entities to ADMH staff. The LAH waiver include the same proposed changes plus adult companion care and housing stabilization services are being added.

**Updated LAH Waiver Rates Status and Process for Billings (Rita Wingard):** The rates as approved through April Amendment was approved retroactive to 10/1/2019, those rates are now finalized at Medicaid and DXC. For any claims already submitted that paid lesser rates, the old claims must be voided and then resubmitted in order to receive the increased rates for services provided on or after 10/01/2019 under the LAH waiver. Currently, fiscal managers are entering corrections into ADIDIS so please wait to resubmit claims next Monday, July 13, 2020.

**Waiver Services Grid (Rita Wingard):** A presentation was provided on ID and LAH waiver services. Both waivers are basically the same with different services modifier codes. The LAH contains all the services as the ID waiver except for residential habilitation and supported living. The waiver services grid presentation will be sent to everyone and posted on ADMH/DD website.

**Wait List information (Rita Wingard):** Work has been ongoing for a while regarding placing a significant list of individuals who were promised a waiver slot but was not yet admitted to one of the waivers. We have been tracking this list and placing individuals in slots. On July 15, 2020, another notification for additional persons to be offered slots for the ID and LAH waiver will be sent out. The goal is to fill these slots before the end of this fiscal year, 9/30/2020. When the waiver slot status was checked the other day, there were 49 slots for ID waiver and 144 slots for LAH waiver. These are the slots that will be offered on July 15, 2020.

**Community Waiver (Harrison Black):** The launch date for the new CWP is January 1, 2021. The goal is to submit application to CMS by the July 17, 2020. The public comments responses should be available next week.

**Supported Employment (Byron White):** The virtual events/webinars with subject experts last month were recorded and posted on Alabama First Employment website at [www.employmentfirst-bama.gov](http://www.employmentfirst-bama.gov). Mr. Neal, Consumer Empowerment Director, created two short videos on 1) What a Pandemic Is? and 2) What the New Norm Looks Like? The videos were emailed to CSDs for distribution and will also be posted on Employment First website.

Susan Klingel, Arc of Madison County, presented valuable information regarding the actions their agency took to support the people they served in the midst of COVID-19. The Arc of Madison County serves over 200 people in day services. She shared the process that their day facilities used for employment sites to ensure health and safety from infectious disease. Their agency's goal is to save as many as jobs as possible and ensuring people are safe. They are exploring new ways of providing virtual services because some individuals didn't understand PPE and personal space. This information will also be posted on Alabama First [www.employmentfirst-bama.org](http://www.employmentfirst-bama.org) website.

**Support Coordination (Francilla Allen):** A Support Coordination PowerPoint presentation was provided regarding self-directed services. This information was emailed to support coordination agencies and regional offices. Please reference powerpoint presentation for guidance. Families received their savings balance notice in June 2020, and support coordinators have access to families' savings balances as well. Purchases through savings must be approved by the regional office prior to purchasing goods and services. The EOR and support coordinators supervisors as well as CSDs will receive monthly statements in the postal services. The next statement will be sent out the middle of July. The Self-Directed Services Handbook – is being revised and updated with a standardized process being developed. The support coordination certification has been transitioned from the Alabama Interactive webpage to ADMH RELIAS webpage. The fee is now \$20 as opposed to the previous fee \$150. The certificate can be printed by the support coordinator upon completion of training.

**Person Centered Planning Training (Francilla Allen):** The training will be the entire month of September. Each person must login individually with his/her email address and password in order to track training certification and CEUs. There will be two Cohorts, A and B. For both Cohorts, the first week in September is being reserved for support coordination agencies executive directors and supervisors. The capacity is 25 participants per session with 50 participants for the first week.

The PCP is an ongoing training, with a mentor training concept. The training will not end in September. The goal is to send out the registration form soon.

The Person-Centered Thinking (PCT) eLearning training has been available since December 2019 at no cost. Since January 2020, only three people completed this training. This is the model DDD is going to be using, and it is a great opportunity for DSPs and Qs to get this training about PCT without leaving their facility because of easy access. Everyone was encouraged to complete this training because it provides the concept and understanding of PCT. The Flyer has been included in today's meeting packet with website information. The training dates for PCP transformation were also included in today's meeting packet. As we roll out the PCP training, we will provide more information to families and providers. We will post the supported living training modules on website. Six modules must be completed in order to provide the assessment. This will be provided within the next few weeks. The link out for the Support Living Modules and Assessment website link will hopefully be sent out next week.

Each Support Coordination agency was requested to provide the number of executive directors and supervisors. Support coordination agencies were requested to ensure they are updating the individuals'

demographic information. Please verify the emailing address and mailing addresses. At a minimum of once a year, please verify contact information for individuals.

**Regional Office Report (Amy Waren):** The staff is back in the regional office. Monitoring will be resumed, but there is no set date. She acknowledged the CSDs for their hard work and dedication and recognized the the incidents review chairs for doing a great job at answering the phone 24/7 which made a huge difference. Regional offices are processing the RFAs and are not trying to be a barrier for anyone receiving services. Staff are trying to move fast, effective and efficiently. If there are any concerns, please contact her or the regional offices directors.

**Psychological and Behavioral Services (Eliza Belle):** Dr. Belle provided a brief update and thanked everyone for working with the CSS programs during the challenges from COVID by cutting down on the in-person consults. The technical assistance, consults, and training opportunities is being provided virtually. She is pleased with the virtual accessibility, via, Zoom, Teleconference, and Facetime, and will be sending out information from CSS teams regarding how they will continue to use the virtual methods. Zoom is the virtual platform for behavioral services.

In regard to crisis services, they have been meeting, putting together services, and following the state process as they go through RFA and looking for providers for crisis services. She will be reaching out to providers who were interested in providing Dual Diagnosis services in the past. Everyone was encouraged to continue to submit requests for consults for individuals who have medical and psychological needs.

**Certification (Connie Batiste).** Certification staff will continue to do the record reviews and keep a watch on the COVID-19 climate to determine when staff will begin doing regular on site reviews again. If your certification date is coming up, don't worry since extensions are possible. As far as the new providers, they have extended the date. The NCI staff stability survey has been extended to August 2020, and a notice will be sent.

**Budget Status (Andy Slate):** May and June invoices regarding the retainer services payments from Appendix K will be processed and mailed out. If you operate in multiple regional areas, you will receive multiple checks. July is 60% of what providers received for May and June. For PPE expenses, ADMH Finance is waiting on the State Finance regarding how to proceed. As soon as we know something, we will let people know.

**Legislative Briefing (Holly Caraway):** A legislative update was provided. A full totality on the budget is not known yet. On Thursday, July 9<sup>th</sup> at 11:00am there will be Information Committee Hearings. Everyone can attend virtually through the legislative website. ADMH was not requested to present at the Hearing. In regard to the Education Trust Fund, there will be a better idea regarding the funds after July 15<sup>th</sup>.

As we look at fiscal 2022, instead of having a lot of initiatives that we want funded, we need to have supporting documentation regarding those initiatives for budget requests.

**DD Subcommittee Budget Workgroup Report (Dr. DeAnna Ferguson):** The DD Subcommittee comprise of voting members. The rate methodology for each of the waiver services was reviewed by the workgroup this week. They are trying to analyze the methodology that was provided and still have questions for Mr. Slate and Ms. Wingard. They plan to meet with them to review. At this point the workgroup is looking at the following budget item requests for Fiscal year 2022 budget: 1) making sure the reimbursement rate covers the cost of the services; 2) cost of living increase, 3) nurse delegation

program, 4) request to increase funding for specialized medical care from 1800 to 2400 annual cap due to COVID, 5) statewide electronic system, 6) statewide searchable registry for individuals who were terminated for abuse/neglect. She encouraged AC Pezent to reconvene the Abuse/Neglect Registry Workgroup. The Budget Workgroup will reconvene and finalize budget recommendations after rate methodology clarifications.

#### **HCBS Workgroups**

**Conflict-Free Workgroup (Kathy Sawyer):** Conflict free case management was not a HCBS requirement, this was a 2014 Requirement by CMS for agencies to deconflict their case management agencies. The AC issue a deadline of August 2020 at the request of 310 agencies. To date, we still have 3 conflicted case management agencies with plans to de-conflict. Still have 6 who have no plan to deconflict other than reference of firewalls. Moving forward for those entities who are unable to deconflict by deadline, still have plans to use state support coordinators and the job announcements will go out this Friday.

**Person Centered Planning Workgroup (Francilla Allen):** PCP training - 10/1/20 training timeframe for support coordination agencies.

**Residential Workgroup (Amy Waren):** 90% compliance. Working on cleaning data to Medicaid (Amy)

**Education Advocacy Workgroup (Byron White):** Workgroup is regrouping. A meeting will be held week after next.

#### **AMA Updates**

**TB Skin Test:** The TB Skin test is included in Appendix K. TB skin test inquiries will be forwarded to Medicaid for response.

**Statewide Transition Plan:** There was a statewide transition plan meeting with Medicaid last week. There has not been an official announcement from CMS indicating they extended the compliance date for the HCBS rule. ADMH/DD will continue to move toward the goal of accomplishing the transition to compliance as planned.

#### **Announcements**

All chat box questions will be printed at the end of the meeting and responses will be prepared for questions that were not addressed today.

Dr. Ferguson announced "Save the Date" for November 11-13, 2020, for ASPA & ACE-Arc Full Conference at Perdido Beach Resort, Orange Beach, Alabama . "Navigating the New Normal" is the Conference Theme. Information will be sent out soon.

#### **Next Meeting**

The next meeting is August 4, 2020.

  
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Terry L. Pezent, ADMH/Associate Commissioner

  
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Shirley Hicks, Recorder