

DD Transition Plan Task Force Meeting Summary

A meeting of the DD Transition Plan Tasks Force was held 10:00 am, April 25, 2018 at the Alabama Department of Rehabilitation Services.

Members Present:

Jill Russell, ADMH Advocacy	Jim Dill, Alabama Council on MH Centers
Susan Ellis, People First of Alabama	Jamie Herren, Alabama Council on MH Centers
Kevin LaPorte, Region III Community Services	Terry Pezent, The Arc of Alabama
Arvy Dupuy, ID 310 Boards	Anne Riddle, The Arc of Alabama
Jo Poates, ID 310 Boards	James Tucker, ADAP
Karen Stokes, ACE/Arc	Jeff Williams, ADMH/DD
Susan Klingel, ACE/Arc	Jerry Pike, Eagles' Wings
Don Schofield, East Central Mental Health	Samantha McLeod, Alabama Medicaid
Kathy Sawyer, ADMH/DD Consultant	
Donna Foster, Future Living Community Services	

Members Absent:

Beatrice McLean, ADMH/DD	DeAnna Ferguson, Other Providers
Carla Stallworth, Other Providers	
Katy Johnson, People First of Alabama	

Guests:

Andy Slate, ADMH/DD	
Karen Coffey ADMH/DD	
Connie Batiste ADMH/DD	

Recorder:

Velma McElrath	
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Welcome and Introductions:

Kathy Sawyer, Consultant with the Alabama Department of Mental Health, Division of Developmental Disabilities, called the meeting to order and the members of the task force, guests from ADHM/DD, and Medicaid gave introductions.

Review of Minutes of Last Meeting and Agenda Overview:

Ms. Sawyer made the committee aware that the minutes from the last meeting were included in their packet and asked if there were any corrections.

Ms. Sawyer gave an overview of the agenda regarding the topics to be discussed for the meeting as follows:

- Update on the Conference calls with CMS and others regarding technical support and consultations.

- Update on the monthly meetings with Medicaid on the State Transition Plan.
- Reports from each of the DD workgroup co-chairs.
- Discussion and Next Steps

Update: Conference Calls with CMS and others

Ms. Sawyer provided the following updates regarding the conference calls:

- One call was to CMS technical support who provided technical assistance and consultation to the DD Division. The calls were primarily verifying and clarifying questions from the DD Division relating to the Statewide Transition plan.
- Another call was made to the District of Columbia to the person who was responsible for their transition plan in Washington, D.C. Since they were 1 of the 5 states whose plan was approved this summer, Ms. Sawyer thought it was a good idea to contact them about the two issues for Alabama regarding the residential and day settings rule. Specifically, on how they addressed the day settings and how they were getting people out into the community.
- There are still more follow up conference calls with the actual work coming; Samantha McLeod from the State Medicaid Agency is coordinating the consultations from State Medicaid Agency.

Update: State Transition Plan Meeting with Medicaid:

Ms. Sawyer reported there have been monthly meetings between the State Medicaid Agency and the DD Division. The last meeting was April 17, 2018, and the focus was centered on Quality Enhancement (QE). Connie Batiste and the staff presented at the meeting on QE. The purpose of these monthly Medicaid meetings is to walk through various steps that are necessary to get the final plan in place.

The DD Division was also assigned a task to provide additional information on how the State will share with the public and its stakeholders it's plans for monitoring on-going compliance, in addition to posting the providers' certification scores on ADMH/DD website.

Four issues were discussed regarding the task and assigned to the DD staff and workgroups as follows:

- How do we inform the public regarding the certification status of various entities? (Education & Advocacy workgroup)
- How do we through the certification process, acknowledge the providers who go beyond minimum certification standards? (DD Division Certification)
- Posting of the certification reviews (not Cause Reviews) on ADMH's website (DD Division Certification)
- Trend analysis data to include weaknesses and strengths (DD Division QE Staff)

Overview of DD Workgroups:

Ms. Sawyer asked that task force members refer to the minutes of all workgroup meetings that were included in their meeting packets. The following reports were given by the workgroup chairs:

- **Case Management De-Confliction Workgroup:** Karen Coffey provided an overview of the group's meeting. The 1st meeting was held on April 5th at the Arc of Shelby. The group developed a survey to gather data from case management agencies regarding other services they provide and to see where there was conflict and to determine what can be done to de-conflict those agencies. The letter and survey were sent out to the agencies, and responses are due April 27, 2018. The data collected will identify the case management agencies, as well as identify their subcontractors, the services provided, and the total number of clients they have with the subcontractors. The survey results will be brought to next workgroup meeting for analysis and resolution. The simplest resolution is to get those subcontractors certified with the state. The next meeting for the workgroup will be May 1st at the Arc of Shelby.
- **Person Centered Planning and Personal Outcome Measures Workgroup:** Connie Batiste provided an overview of the meeting. The 1st meeting was April 9th at Region IV Community Services. The workgroup recommended a proposed training initiative to conduct a 2-day mandatory POM training for all top level executive directors. Failure to attend will result in an automatic provisional certification and only removed when directors participates in a 4-day workshop. These training will be held in each of the regions and each region will have at least one training with a makeup session. However, since some regions are larger, there will be five sessions and one make up session. If an agency director cannot attend in their own region, they can attend other regions for the trainings. A one-day training will also be available for the direct support staff and this training will be made available on-line. In addition, it was discussed that Human Rights Committees, who are making critical rights decisions, need to go through trainings as well. Mr. Tucker offered to have ADAP play a role in the Human Rights Committees' portion. After discussions about POM and PCP process and how it was initially implemented, Ms. Sawyer decided to establish a "Start Over Workgroup" to relaunch the HCBS work, POM training and PCP format to make it mandatory. Ms. Sawyer indicated the HCBS work and the POM and PCP needed to be rolled out in a better format so that it is mandated and implemented by October 1, 2018.
- **Pre-Vocational and Day Services Workgroup:** Kevin LaPorte provided an overview of the workgroup meeting. The first meeting was held April 17th at AIDT in Montgomery. The group worked on establishing self-assessments for the existing pre-vocational services and day habilitation programs. Also, there was a discussion about gradually increasing the amount for pre-vocational services' time where there is community involvement with the service. In other

words, the more units they work through, the more they would be involved in the community. This work has already started with day habilitation to get a general goal which is about 50% of community inclusion without the progression. The ideas for progression for pre-vocational are as skills are developed and the individual feels that they are progressing, the general goals would be used to modify the services for individual as they move along. They will be able to get out in the community settings to apply those skills to get more experience. The idea is to start the individual in the program, develop the skills and then, they can begin applying those skills in community settings progressively as they spend more time in the pre-vocational setting.

In addition, for the people that are already in the pre-vocational setting there is an extension and a number of units added beyond the 2-year limit. The team will decide with the person on how they have acquired their skills and to what extent they can be included in the community settings at that time. Also, a letter went out from Commissioner Beshear to all pre-vocational entities regarding the extension (1,235 additional units were added beyond the 2 years).

- **Residential Services Workgroup:** Jeff Williams provided an overview of the meeting. The first meeting was April 10th at the VOA Office in Montgomery. The workgroup was charged with addressing heightened scrutiny and to look at the concept of co-location/saturation. The group recommended that first all DD monitoring staff should have consistent training on the issues related to heightened scrutiny. This training will be held with DD staff on May 15, 2018. The group also discussed the need for consistency across the regions for monitoring and certification. The workgroup agreed and recommended that the residential monitoring tool needed to be revised to include indicators relating to heightened scrutiny.

The process recommended includes the Community Services Director (CSD) reviewing the waiver monitors' requests for heightened scrutiny based on the monitoring; once approved by Community Services Director, the Executive Director will be contacted to discuss. If the CSD and the Executive Director decide that the settings meet the requirements for being put forward for heightened scrutiny, both will work together to develop a remediation plan. Technical assistance and consultation will be offered by the CSD's as needed, the plan will be implemented and it will be monitored through routine waiver monitoring on a continuous basis.

Ms. Sawyer advised all workgroups to get legal opinions on certain issues, particularly Mental Health Statutes relating to licensures of providers and the State's liability.

Next meeting date:

Wednesday, May 16th at 10:00 am.