

## **Cottonwood CDDO Affiliate Meeting**

**1/24/12 – 2pm  
N/S Conference Rooms**

Present: Shelli Barrett, Pennie Dubisar-Cross, Joni Beard, Dolores Cummings, Cari Blankinship, Marion Babb, Alyson Wingert, Janet Fouche-Schack, Mike Graves, Vickie Rohrer, Lilly Wright-Smith, Dorothy Lind, Lynette Grimes, Erin Hahs, Sophia Rylko, Yvette Alphonse, Jill Baker, Cheryl Laaker, John Dunlap, Mickey Dick, Eric Fitzmorris, Caitlyn Riley, Mike Smith, & Angela Drake

1. Doug Neuschafer from Clock Medical Supply gave a presentation on their services for Medicare and Medicaid recipients.
2. System Updates
  - a. Cottonwood is working on getting the BCI database. It stands for Basic Consumer Information. Once it is up and running, affiliated providers will have log in access to see information on the consumers they serve such as their BASIS, Plan of Care, and other reports or case file documents. Providers will submit the Critical Incident Reports, Plans of Care, and Consumer Quality Oversight Visit reports to the CDDO through the BCI system.
  - b. Information from the SRS/CDDO/Stakeholder Business meeting and Secretary Shawn Sullivan's visit to Lawrence regarding KanCare were reviewed. A copy of HB 2457 to carve DD Waiver services out of KanCare was made available.
  - c. Statewide Funding Committee meets 2/15 9:30am SRS Learning Center in Topeka
  - d. Statewide Quality Oversight Committee meets 2/16 10am SRS Learning Center in Topeka
  - e. CDDO Council of Community Members / Quality Oversight Committee meets 2/29 3pm Cottonwood South Conference Room
3. No gaps in services were identified at this time and there were no provider announcements. The Consumer Marketing List was made available to everyone.
4. The next meeting is April 24<sup>th</sup> at 2pm

Minutes recorded by Angela Drake

## **Cottonwood CDDO Affiliate Meeting**

**4/24/12 – 2pm  
N/S Conference Rooms**

Present: Angela Drake, Shelli Barrett, Reilly Beard, Alyson Wingert, Cheryl Laaker, Dorothy Lind, Ben Layton, Erin Hahs, Marion Babb, John Dunlap, Lynne Shorter, Letha Farwell, Lana Smith, Joni Beard, Scott Hedrick, Mike Glaves, Lynette Grimes, Carrie Koch, Yvette Alphonse, Kara Walters, Mickey Dick, Caitlin Riley, Eric Fitzmorris, Barb Bishop, Rick Whitson, & Jill Baker

### 1. Guest Speakers

- a. Lana Smith - Mosaic is in the process of affiliating with Cottonwood CDDO. They utilize host homes for Residential Supports, where one or two people receiving services lives with a family who has contracted with Mosaic. They could also provide Day Supports that includes community activities. Mosaic hopes to be ready to provide services in Douglas County by July 1<sup>st</sup>.
- b. Letha Farwell - ResCare Kansas City is currently affiliated with Cottonwood CDDO for Residential & Day Supports. They are interested in opening Residential homes in Lawrence for four people or less per home and could do traditional shift staff homes or host homes. They could also provide Day Supports that includes community activities.

### 2. System Updates

- a. Legislative / Gov.'s Administration Action
  - i. State Reorganization – Angela reviewed the switch for all HCBS Waivers from SRS to the new Kansas Department of Aging and Disability Services (KDADS). Shawn Sullivan will be the Secretary for KDADS. Greg Wintle is still the DD Waiver Program Manager, but Greg has a new supervisor Susan Fout from the Department of Aging. Susan has been moved to a new office, but it appears everyone else for now is staying in their current SRS office. There was some shifting around with the other Waiver Program Managers, either taking on additional Waivers or moving to different Waivers.
  - ii. Local SRS - There are also changes at the Lawrence SRS office for processing Medicaid applications and 3160's and 3161's for Waiver services. Processing for Waiver services is now the task of the Black Team – [lablack@srs.ks.gov](mailto:lablack@srs.ks.gov). If you fax information please be sure to address it to the Black

Team. Denise Gonzales is the only member of the Black Team. There is currently a backlog in processing but they hope to be caught up soon. They have installed computers in the front office for intake and if a person has all their records with them, they can get benefits approved that day. SRS workers no longer have a caseload for individual follow up. This change is happening statewide, but not all at the same time. The Leavenworth SRS office will be switching to this new system on May 4<sup>th</sup>.

- iii. KanCare – Angela referred to news reports that Rep. Arlen Siegfried of Johnson County will be introducing a budget proviso to delay DD services participation in KanCare until January 2014.
- iv. FMS - Secretary Sullivan will be putting together an FMS workgroup to study the concept of doing a competitive Request for Proposal (RFP) process for FMS providers. Providers would submit a response / bid to the RFP and those selected would contract with KDADS to provide the service. This came out of discussions mainly with the PD Waiver and FE Waiver providers regarding the \$115 rate being inadequate. Eventually this workgroup will become an FMS Council and meet on a quarterly basis. Secretary Sullivan has some volunteers for this group from the PD Waiver and is working on finding volunteers from the DD Waiver. If an FMS provider is interested in participating, contact Secretary Sullivan's office.

b. CDDO Contract Issues

- i. KDADS originally wanted to extend current CDDO contract for 6 months, but with news about delaying DD participation in KanCare it is more likely now that we will go ahead with contract negotiations May 22-24 at the SRS Learning Center in Topeka. Angela asked for any contract issues that providers would like to bring up, no suggestions were made during the meeting. If anyone has issues they would like to be discussed or changes to the current contract to suggest, please contact Angela.
- ii. Challenging Behavior workgroup – This group was developed through the SRS/CDDO contract. We are looking for resources providers have used and found effective for behavior support training for direct care staff. We envision a resource page being on the SRS website for providers to access when looking for training tools or resources for staff. Please send Angela information about behavior support

resources you have found effective and would recommend to other providers.

c. Quality Oversight

- i. Consumer QO visits – Angela reminded TCMs that they are to complete an annual QO visit for each person on their caseload around the same time as their annual BASIS. We track the data by the consumer’s birth month. This is important data that gets reported to the Statewide Quality Oversight Committee and is used by SRS for reporting to the Centers of Medicare & Medicaid (CMS). Only 69% of visits were completed last quarter.

d. Funding

- i. Waiting list funds – Angela reported that approximately 300 people were funded off of the statewide waiting list in FY12. The number of people who were offered and accepted funding for the Cottonwood CDDO area is 25. However, in the process of offering funding we did have 17 people decline. Angela asked TCMs to please review the funding request dates in the Services section of BASIS regularly with everyone on their caseload who is waiting. If someone’s request date has passed and they don’t feel like they are ready to accept funding then they need to move their request date farther out.
- ii. FY 12 Waiver allocation / spending – At this point into FY 12, the savings from people who have closed services is greater than the cost of new people coming into services through crisis in by \$1.4 million, which is good. However, the cost of new people coming into services through SRS/CDDO contract exceptions so far this year is \$2.4 million. So we are projecting to overspend statewide the FY 12 allocation by about \$1 million.

3. Gaps in Services – No gaps were identified at this time.

4. Provider Announcements / Best Practice Sharing / Other Items – Barb Bishop announced that SACK would like to have consumers attend the Governor’s signing of Substitute for Senate Bill 397 into law on April 26<sup>th</sup> at 10:00am. Call Barb or Craig Knutsen if you know of consumers who would like to attend. Sub. for SB 397 is the bill that replaces statutory references to “mental retardation” with “intellectual disability” and replaces the term “handicap” with “disability”. This bill also directs that

those changes be made to state policies, rules, and regulations as they are naturally updated.

5. The Consumer Marketing List was made available to providers.
6. The next meeting is scheduled for July 24<sup>th</sup> at 2pm in the North/South Conference Room.

Minutes recorded by Angela Drake

## Cottonwood CDDO Affiliate Meeting

**7/24/12 – 2pm**  
**N/S Conference Rooms**

Present: Angela Drake, Barb Helm, Amber Frost, Scott Hedrick, Mike Glaves, Erin Hahs, Letha Farwell, Katie Johnson, Kevin Davis, Pennie Dubisar-Cross, Cheryl Atkinson, Susan Davis, Ben Layton, Alyson Wingert, Vickie Rohrer, John Dunlap, Cheryl Laaker, Kara Walters, Lillian Wright-Smith, Dorothy Lind, Drew Diedel, Paula Pratt, Janet Fouche-Schack, Eric Fitzmorris, Mike Smith, Lynette Grimes, Mickey Dick, Lorraine Docd, Jamie Price, & Stephanie Wilson

### 1. Guest Speakers

- a. Barb Helm ARCare gave a presentation on the variety of services they have available - <http://www.arcare.org/>
- b. Stephanie Wilson CLO informed the group of new availability at Midnight Farm and their new apartment living services called Virtual Village - <http://www.clokan.org/>

### 2. System Updates

- a. KanCare Educational Workshops are being held around the state next week. Information was emailed out yesterday to Affiliates. Meetings for providers are in the afternoons and meetings for consumers and families will be in the evenings. Providers need to register through the KMAP website and use their Medicaid provider number to enroll. <https://www.kmap-state-ks.us/Public/Workshop%20Schedule/Workshop%20Schedule.asp>
- b. Angela reviewed the changes to the KDADS / CDDO contract for FY 13. SRS's name changed to KDADS and DCF. The section on the Kansas Strategic Plan was removed but it was agreed to use the stakeholder meetings as a time to review the system for changes and future direction. The Secretary's initiatives on children, fatherhood, adoption, and faith based outreach were removed. The goal of increasing employment by 5% statewide was removed and replaced with following recommendations of the Employment First workgroup. Language from the FY 11 contract on who is able to complete BASIS screenings and collaboration on the BASIS system was reinserted. Also new language was added on collaboration for KanCare pilot projects during the delay of DD Waiver services in KanCare.
- c. Quality Oversight
  - i. TCMs were reminded that as of July 1<sup>st</sup>, all PAS recipients need an emergency back-up plan. The plan can be developed using the form on the CDDO website and attached to their Person Centered Support Plan or written directly into the PCSP. Copies of the emergency back-up plan must be submitted to the CDDO with the annual Plan of Care.
  - ii. The next Statewide QO Committee is on 8/9/12 at 10am at the SRS Learning Center in Topeka. The next CDDO Council of Community Members / QO Committee meeting is on 8/22/12 at 3pm in the South Conference Room. Angela will send out nomination forms to nominate consumers or family members to join the Council.

- d. Funding - The Legislature approved some funds to bring people off of the DD waiting list. It is projected to be enough waiting list funds for about 200 people statewide. The top 3 people on waiting list from this area are #22, #188, & #266.
3. No gaps in services were identified at this time.
  4. Provider Announcements / Best Practice Sharing / Other Items –
    - a. Scott Hedrick Arc of Douglas County notified the group that some Lawrence schools were not evacuating students in wheelchairs from the building during fire drills but have been responsive to changing that practice.
    - b. Stephanie Wilson CLO suggested an informational meeting for families about KanCare, enrollment with MCOs and the impact on medical services.
  5. The Consumer Marketing List was made available to everyone at the meeting.
  6. The next meeting is October 23<sup>rd</sup> at 2pm in the North/South Conference room.

Minutes recorded by Angela Drake