

**Cottonwood CDDO
Council of Community Members / Quality Oversight Committee**

**Meeting Minutes
January 27, 2016 at 3pm**

Present: Angela Drake, Lisa Boulton, Kara Walters, Beth Brown, Trisha Decker, Pat Bittel, Chris Kasperek, and Joni Hybsha

1. CDDO Management Reports; the group reviewed reports from the previous quarter and no follow up was needed.
2. System Issues & Updates; Angela gave an overview of the following issues for the I/DD system.
 - a. Governor Brownback's budget proposal for the next fiscal year will eliminate the health home program for individuals with mental health conditions. Many I/DD providers became health home partners for people with dual diagnosis of I/DD and mental health. The budget proposal is posted on the web - <http://budget.ks.gov/gbr.htm>
 - b. The Kansas Legislature ordered an efficiency study for Kansas state government in order to find possible cost savings. One of the recommendations in the efficiency study is to close seven CDDOs located in rural areas of Kansas. However, since CDDO funds are distributed based on the number of Kansas residents determined eligible for I/DD services, not the number of CDDOs, it is uncertain how this would achieve any cost savings. The efficiency study report is posted on the web - <http://www.kslegresearch.org/KLRD-web/Publications/AppropriationsRevenue/KansasStatewideEfficiencyInterimRpt2016Jan12.pdf>
 - c. Waiver Integration; KDHE and KDADS are working on a plan to end the seven 1915c HCBS Waivers in Kansas and maintain all aging and disability HCBS Waiver services solely under the 1115 KanCare Waiver. Currently, the state operates the seven different 1915c HCBS Waivers and the 1115 KanCare Waiver jointly. The 1115 KanCare Waiver is a demonstration project Waiver so at the end of the five year Waiver (2018) the state must then demonstrate something new for the next five year Waiver. However, KDHE and KDADS are planning to amend the current 1115 KanCare Waiver in year four (2017) to change to the one integrated waiver concept. KDHE and KDADS have pulled together work groups for

stakeholder input called the Waiver Integration Stakeholder Engagement (WISE) work group. The initial group met in the fall to develop recommendations. Now there are focus groups meeting to drill down some specifics on certain topics such as Support Broker, Employment, Wait List and Crisis, and Communication. The focus groups are due to report back to KDADS with their recommendations on 2/12/16.

- d. Functional Assessment; KDADS is looking at options to replace the BASIS as the functional assessment for I/DD Waiver eligibility and has pulled together the Multi-Functional Eligibility Instrument (MFEI) workgroup. After reviewing several assessment tools, KDADS decided the new assessment tool will be the Inter-RAI Home Care that is currently in testing with the PD, FE, and TBI Waivers but that a supplemental section may be developed to capture items specific to I/DD. The group reviewed the Inter-RAI IDD, the SIS, the ICAP, and the Vineland for possibilities of an I/DD supplemental module within the Inter-RAI Home Care. KDADS is reviewing all of the information and work group comments about the different tools reviewed and will make a decision sometime in the spring.
3. Quality Oversight; the next round of consumer on-site visits were assigned. There were no current issues that required any follow up from the group.

The next meeting is April 27th at 3pm in the Cottonwood, Inc. Board Room. The meeting adjourned at 4pm.

Minutes by Angela Drake

Cottonwood CDDO
Council of Community Members / Quality Oversight Committee

Meeting Minutes
April 27, 2016

Present: Chris Kasperek, Joni Hybsha, Susan Davis, Margert Hogan, Pat Bittel, Kara Walters, Lisa Boulton, and Angela Drake

CDDO policies were reviewed and minor revisions were recommended to correct spelling, page numbers, and titles.

CDDO Management Reports for the previous three months were reviewed and no unusual trends were noted.

Angela gave the group updates on current system issues. New sub-groups were developed from the Waiver Integration Stakeholder Engagement (WISE) workgroups, to drill down into more technical issues; Crisis & Wait List, HCBS Manual, and IT issues. Angela was on the Crisis & Wait List group that primarily focused on how to streamline the I/DD crisis request process.

The Multi-Functional Eligibility Instrument work group recommended the adult Inter-RAI IDD instrument for the new adult assessment tool. A children's tool has not been determined yet as the group did not like the children's Inter-RAI MH-IDD instrument as it was too focused on mental health so we will be looking at the Inter-RAI Pediatric Home Care instrument. The Inter-RAI tools take about 1.5 hours to complete per person and are all very medically focused like a health assessment questionnaire.

The Health Home program will end on June 30, 2016 and consumers will return to Targeted Case Management services.

Quality Oversight visits were reviewed with one requiring follow up by the CDDO due to staff present not knowing how to access consumer records, how to conduct emergency drills, or what job description / responsibilities included.

The next meeting will be July 27th at 3pm.

Minutes by Angela Drake

Cottonwood CDDO
Council of Community Members / Quality Oversight Committee

July 27, 2016

Present: Angela Drake, Lisa Boulton, Milissa Hicklin, Chris Kasperak, Joni Hybsha, Susan Davis, Pat Bittel, Margert Hogan, Renae Johnson, Beth Brown

1. CDDO Management Reports were reviewed for the past quarter and no unusual trends were noted.
2. System Issues / Updates / Gaps in Services
 - a. Waiver Integration workgroups are still on hold. There had been communication that they would be restarted but no further information was given but KDADS website states they are on hold due to Legislative directive.
 - b. The MFEI workgroup is still working on new assessment tools to replace the BASIS. The adult tool has been chosen but needs some tweaks to the behavior section before testing can start. Also, KDADS is considering doing away with tier rates and having a flat rate per service instead and that decision needs to be made before testing on new tools can begin. An adult tool has not been chosen yet but the group is leaning towards the Inter-RAI Pediatric Home Care instead of the Inter-RAI IDD. The adult tool chosen is the Inter-RAI IDD and takes anywhere from 1 to 2 hours to complete. Some CDDO areas will be testing sites but most likely not Cottonwood as we do not have enough staff to do that and the BASIS assessments.
 - c. KDADS has proposed budget cuts of 4% to Targeted Case Management services and \$1.3 million to Personal Care Services and another \$1.3 million to Residential Supports. The Personal Care Services cuts have already started. The Residential Supports proposed cut is in public comment period and it is unknown if the TCM cut will be implemented right away or retro-actively. It is believed that the Center for Medicare & Medicaid Services (CMS) must approve the budget cuts.
3. Quality Oversight visits from the previous quarter were reviewed. All visits went well and no follow up was needed. The next round of random sample visits was assigned.
4. The next meeting is scheduled for October 26th at 3pm in the Cottonwood Board Room.

Meeting adjourned at 4pm
Minutes by Angela Drake

Cottonwood CDDO
Council of Community Members / Quality Oversight Committee

October 26, 2016

Present: Beth Brown, Susan Davis, Margert Hogan, Joni Hybsha, Chris Kasperek, Jill Baker, Kara Walters, Lisa Boulton, Laura Bittenbender, and Angela Drake

1. CDDO Management Reports for the previous quarter were reviewed.
Angela discussed the increase in referrals for Pre-Admission Screenings and Resident Reviews (PASRR). These are screenings to ensure nursing facility placement is the appropriate placement for individuals with Intellectual / Developmental Disabilities (I/DD). Some referrals are coming in for individuals who are clearly not diagnosed with I/DD. An example given was from another CDDO area who was asked to complete a screening on a 92 year old man who had been the CDDO staff's childhood pediatrician.
2. System Issues / Updates / Gaps in Services
 - a. HCBS Final Rule – KDADS has requested contact information for Day Supports providers so we can anticipate that KDADS will be visiting providers soon for compliance with the final rule.
 - b. MFEI – Angela updated the group on the progress for switching to a new assessment tool for I/DD Waiver eligibility. KDADS has chosen the Inter-RAI Pediatric Home Care as the children's tool and the work group decided that tool will be used for ages 5-17 and ages 18 and older will use the adult tool chosen by KDADS, the Inter-RAI IDD. Kansas University is facilitating the workgroup for this project and is waiting on information from KDADS before we can proceed with testing the new tools. We may have to do some testing in this CDDO area after all but we will only be testing the questions that correspond to a tier score on the BASIS. The full assessment tools include questions about service planning in addition to eligibility and depending on how many service planning questions are included, the MCOs may be asked to complete those questions. Examples of those questions include consumption of caffeine, alcohol, and tobacco and frequency of exercise. Angela said there is a consumer group looking at the questions and they asked for the caffeine question to be removed. However there is a 5% limit for removal of questions, so KDADS will need to prioritize recommendations for removal. Susan discussed testing of the behavior section that was completed here and how the new questions generate more conversation around level of need for

staff support. KDADS will continue to require some type of supporting documentation for behaviors but it is uncertain what type of documentation since the new tool is less focused on occurrence of behaviors and more focused on staff support needs.

- c. KDADS / CDDO Business Meeting – Angela gave a brief recap of last week’s meeting. A big focus of the meeting was on the Workforce Innovation and Opportunity Act and Jill gave an overview of the changes coming. Young adults, age 24 and under, will be required to apply to Vocational Rehabilitation services to try community employment and receive career counseling before choosing a sheltered work center for Day Supports. Adults age 25 and older will need to receive career counseling annually to continue Day Supports in a sheltered work center. Vocational Rehabilitation Services is the entity that must complete the career counseling and since they do not have that service set up yet some Day Supports providers are putting a freeze on new referrals.
3. Quality Oversight visits from the previous quarter were reviewed and no concerns were noted. Assignments were made for the next quarter’s visits.
4. The next meeting is January 25th at 3:00pm

Minutes by Angela Drake