

Cottonwood CDDO
Council of Community Members / Quality Oversight Committee

January 24, 2018

Present: Angela Drake, Pat Bittel, Renae Johnson, Jill Baker, Margert Hogan, Erick Ogwangi, Alex Pineda, Joni Hybsha, Lisa Boulton, Kara Walters, Crystal Van Houtan, & Laura Bittenbende

1. Election of new members – New member volunteers Erick Ogwangi and Alex Pineda were welcomed and elected to join the Council.
2. System Updates
 - a. KanCare 2.0 was submitted to CMS for approval - <https://www.medicaid.gov/medicaid/section-1115-demo/demonstration-and-waiver-list/?entry=8427>
 - b. HCBS Final Rule calls are on the 3rd Wednesday of the month at 12pm & 5pm
 - c. MFEI –The workgroup is still testing and revising the new assessment tool. They continue to need more children and Tier 0s in the testing sample.
 - d. CDDO/KDADS Business meeting – The next meeting will be April 19th at 9:30am
 - e. KDADS new Person Centered Service Plan Policy is posted for public comment - <http://www.kdads.ks.gov/docs/default-source/CSP/HCBS/HCBS-Policies/draft-final-policies/draft---person-centered-service-plan.pdf?sfvrsn=0>
3. CDDO Management Reports - Reports for the past quarter were reviewed.
4. Quality Oversight
 - a. Update on QO issues – Angela gave the group an overview on current issues being followed up on by CDDO staff.
 - b. On-site QO visits – The consumer visits from last quarter were reviewed and no issues were identified for needed follow up. The next round of QO visits were assigned to the group.
5. The next meeting is April 25th at 3:00pm.

Minutes by Angela Drake

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October 17, 2018

Present: Lisa Boulton, Kara Walters, Margert Hogan, Susan Davis, Renae Johnson, Pat Bittel, Laura Bittenbender, & Angela Drake

1. Annual Review of CDDO policies – CDDO policies were reviewed and minor revisions were suggested to correct typos, grammar, and page numbers. Also, in preparation for the upcoming CDDO review the previous name change from Cottonwood, Inc. to Cottonwood, Inc. CDDO from the results of the last review was discussed. The Council decided a further name change from Cottonwood, Inc. CDDO to just Cottonwood CDDO was better and a change in the policy statements from “Cottonwood, Inc. in its capacity as the CDDO” to “Cottonwood CDDO in its capacity as the single point of entry.”
2. System Updates –
 - a. MFEI assessment project – KU is making progress on the adult tool and in most cases the BASIS tier rate matches up with the MFEI. More testing is needed for the children’s tool and Cottonwood has offered upcoming tier 0 and tier 5 children assessments for testing. They hope to finish up testing by next summer.
 - b. KDADS/CDDO Business meeting – The next meeting is October 18th at 9:30am and the Board Room is reserved for people to attend by conference call.
 - c. HCBS Final Rule – KDADS hosts calls at noon on the 3rd Wednesday of the month.
 - d. Capacity Assessment – KDADS is putting together a workgroup to look at changes to the reporting tool for this year.
3. CDDO Management Reports were reviewed for the past quarter.
4. Quality Oversight – Last quarter’s visits were reviewed and follow up was completed on one visit regarding medication administration documentation and emergency drill documentation for a Residential provider. The residential staff was given additional training for medication administration and documentation.

The next meeting will be January 23, 2019 at 3:00pm. The meeting adjourned at 4:15pm.

Minutes by Angela Drake