

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

**7/23/2025**

Present: Angela Levy, Laura Bittenbender, Beth Brown, Susan Davis, Milissa Hicklin, Margert Hogan

1. System Updates

- a. Functional Eligibility & Waitlist Management Policy is out for public comment until August 7<sup>th</sup> -  
<https://www.kdads.ks.gov/home/showpublisheddocument/4927/638874665502930000>
- b. Reminder on CDDO transfer process – Many CDDOs will not offer provider choice until a transfer packet has been received from the current CDDO that contains all the necessary contact information. When you become aware of someone interested in moving to a new CDDO area, please let us know. Ensure all current case file documents are uploaded to the consumer documents in BCI for the person. The current CDDO will send a transfer packet to the new CDDO. Once the move date, new address, and new phone number are confirmed the CDDO must be informed to complete the transfer process. Transitions meetings are required for anyone moving into our CDDO area and CDDO QA Analyst Susan Davis must be invited to attend. For anyone moving out of our area to a new CDDO area, please follow the new CDDO's transition procedures.
- c. KDADS/CDDO Contract – This is still in process and waiting on final signatures. For FY 2026, Cottonwood CDDO will be getting a cut of \$17,385 in CDDO Administration funding and a cut of \$47, 114 in State Aid funding.
- d. HCBS Final Settings Rule – no updates
- e. IDD Modernization – the July 31<sup>st</sup> @ 4:30pm webinar will feature Liberty Healthcare and Maximus replacing the AAAs for the Aging & Disability Resource Center contract and HCBS assessing entity contract. For IDD Modernization workgroup members, KDADS will be hosting a debriefing meeting in early August regarding workgroup recommendations. Keep up to date on initiatives and webinars by visiting the IDD modernization website - <https://www.kdads.ks.gov/services-programs/long-term-services-supports/home-and-community-based-services-hcbs/waiver-programs/intellectual-developmentally-disabled-i-dd/i-dd-waiver-program-modernization>
  - i. MFEI – Meeting times have been averaging about an hour and 15 minutes.
    1. If someone's Medicaid/HCBS case has been closed at the time of their annual re-assessment and they are actively working on getting re-instated, you need to notify the CDDO assessor **prior** to the MFEI meeting. KAMIS will not allow us to create an annual MFEI for someone not coded

for the IDD Waiver, so we will need to submit a request for a special re-evaluation to KDADS, and they will need to approve it in KAMIS prior to being able to create the assessment.

2. KDADS made changes to the reports available in KAMIS so we can no longer import the assessment data into our system. Instead, CDDO assessors are uploading a PDF of the completed MFEI to the consumer's case file in BCI. Our IT department will be working on updating the document names in BCI from BASIS to Functional Assessment.
  - ii. Unbundling Day & Res – no updates
  - iii. TCM/CDDO Conflict of Interest – no updates
  - iv. Community Support Waiver – Draft versions of Appendix F Participant Rights and Appendix H system improvements are available for public comment on the CSW website - <https://www.kansascsw.com/preview-the-csw> If you want to review the service options and definitions, use this link <https://www.kansascsw.com/services>
2. CDDO Management Reports – The previous quarter's report was reviewed.
3. Quality Oversight
  - a. Review QO visits – The previous quarter's visits were reviewed. Follow up was completed on a visit regarding the consumer's comments on regarding their TCM services.
  - b. The next round of visits were assigned.
4. The next meeting will be on October 22<sup>nd</sup> at 3pm.

Minutes by Angela Levy