

THE EXCELLENCE NETWORK

**OUR PURPOSE:
IGNITING AND FUELING A PASSION FOR LIVING
LIFE TO THE FULLEST THROUGH LEARNING,
INNOVATION AND COLLABORATION**



Meeting Minutes

10/20/17

Hosted by **Alvis House** at *E.S. Weiant Center*

- **Old Business/Updates**

- Outcomes & Action Plans Workgroup - 1st mtg. is Tues, 10/24, 11:00 at ES Weiant Center
- OPRA DSP Marketing efforts- LCBDD has agreed to pay the 1st yr. access fee for local providers
- CMS Setting Rule – new locations must be compliant with the Settings Rule on the day they begin providing services. Please consult with LCB staff if you are considering a new location, to help assure that services there will be billable.
- GED waiver Pilot for Licking County-the pilot allows an agency to request an agency-wide waiver, rather than a waiver for specific employees. LCB will assist with data collection and follow-up with the employee re: GED progress. Will e-mail the form with the mtg. mins.

- **New Business**

- Jason Umstot- **Thank You** to providers for participating in and attending LCBDD's 50th Anniversary Celebration. Updated the group on plans to renovate the E.S. Weiant Center in 2018. LCB staff will likely relocate temporarily. More info. to come.
- Monthly Direct Support Provider Training- on-line sign up process: Teresa Whipkey-showed the website providers can use to sign-up staff for training. We are collaborating with Muskingum, Knox/Coshocton, Tuscarawas, and Guernsey counties to offer this same training on alternate weeks, with the intent there will be a session every week within a reasonable distance. More info. to come as this develops.
 - Teresa agreed to share the training slides with providers.
 - unlimited new staff can be signed up; only 10 seasoned staff per session
- ISP processes-
 - Service Coordination staff have agreed to plan for a **7 business day** turn-around period, meaning a provider should have a minimum of 7 work days to review and return a new ISP.
 - Providers, in turn, should strive to review and approve plans within the 7 business day window. Please return ASAP if there are changes needed.
 - SCs will be including a person's AAI level in the "service summary" section of the ISP in the day service's listing.

- SC staff asks that providers give input re: needed changes before the final draft is sent for signatures (and definitely before a plan is signed). If providers request changes after a plan is signed it requires an addendum, meaning everybody on the team has to review and sign off on yet another ISP!
 - *ISP best practice -Email ISP input to SC 90 days before span end & inquire re: mtg.*
 - Follow up w/ SC 30 days out if no mtg, cc Kristen, Cheree & Abby*
 - 15 days out if still no mtg, cc all again*

-Per Providers, multiple years of old outcomes are still showing in the ISP. Should only be the new one and last year's. Will follow-up with SC management on this.

-Providers report they are getting push-back from some SCs when they send their ISP input at the 90-day mark. Will follow-up with SC management on this.

-Per minutes from an OPRA mtg: Providers have been experiencing Claims Audits on Waiver Services dating back to 2009-2011. The results of the audits have reflected the following issues:

-ISPs that were received late from county or that were signed past the date of the span were a finding claiming that the provider had to pay back the money because the services were not authorized. The State instructed provider to go back to County Board and demand payment from them for the disallowed days.

- **Miscellaneous**

- *Imagine I.S. updates: PROVIDER PORTAL*

- Providers can now enter medications- only provider who entered med. and CB can see the med. until approved by the SSA; SSA will receive an alert to approve.
 - Providers can also attach assessment/documentation with med uploads
 - *This can replace faxing new medications to SCs*
- Discovery updates and Agreement Updates easier for providers to view and add feedback.
- ISP Tracking easier to find and view current & past ISPs
- DODD working on an addendum report that would show where changes were made.

- Provider Appreciation luncheon- *suggestion of an informal event for DSPs to attend, maybe with food trucks or free pizza. Would need to cross lunch and dinner to catch home and day services staff. Also, add some activities similar to the 50th Celebration.*

- Contracts and invoicing- invoices may not be able to be paid if not submitted per contract or if deliverables not provided. *-Angie encouraged providers to check their contracts.*

Next Mtg. – 10:00, Friday, 11/17/17 at to be determined