

STATUS REPORT

Office of Developmental Disability Services

Date: November 4, 2014

Project Owners: Trisha Baxter and Lilia Teninty

Steering Team members: Lea Ann Stutheit, Chelas Kronenberg, Bruce Baker, Darlene O’Keeffe, Acacia McGuire, Brenda Autry, Jana McLellan

Cross Program Team Leads: Marilee Bell, Kristine Duffy, Julie Harrison, Joli Schroader, Mike Parr, Brent Watkins, Brenda Autry, Dana Hittle, Renee Shippey, Tracey Wilder, Jeannette Baxter

Overall project status:

Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15
G	G	Y	G	G	G	G	G					

(Overall project status determined by averaging the status of the strategies and work streams that are listed below.)

Transmittals:

Notification of Rights Form (updated)	

Work stream Updates

	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
Work streams	CMS Compliance Strategy Lead: Joli Schroader	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in the last 2 weeks?</p> <ul style="list-style-type: none"> Received comments from CMS regarding CAP – 10-28-14. Comp, Support Services, Medically Fragile and Behavioral waivers RAI responses completed. <p>Activities planned for next 2 weeks?</p> <ul style="list-style-type: none"> Continuing work on RAIs from CMS on the four waiver submissions – internal due date of 10/31 Ongoing work with HCBS global transition plan Ongoing work on quality management collaboration process with QM team Internal meeting (OHA and DHS) to discuss CMS comments regarding CAP – by November 7, 2014 	<ul style="list-style-type: none"> Submission of the Medically Involved Waiver amendment Respond to RAIs from CMS on the four waiver submissions – due no later than 90 days from 9-12-14 (12-7-14). Negotiate CMS approval of 0117, 0375, 40193, 40194 waivers – no later than March 7, 2015. Get approval of CAP from CMS - Team is moving forward as if the CAP is approved Approval for QIS that will come with waiver approval, or before then. The QIS is included in the CAP as well. 372 reports for Comp and Supports waivers – due 12-31-2014

<p>Oregon Administrative Rules (OAR's) <i>Strategy Lead: Mike Parr</i></p>	<p>Yellow</p>	<p>Previous Status: Yellow/Trending Green ↔</p> <p>Accomplishments in the last 2 weeks?</p> <ul style="list-style-type: none"> OHA review completed on 10/16 October 20-22 Notice distributed Expenditure Guidelines completed and made available to the field <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Complete training materials associated with rule changes Training sessions begin November 12th. 	<ul style="list-style-type: none"> Nov 19-21 Hearings Nov 28- Public Comment Period Ends Dec 12 - ODDS Director Review/Approval Dec 15-24 - OHA Review Dec 26 - Permanent Filed/Effective
<p>Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i></p>	<p>Green</p>	<p>Previous Status: Green / Trending Yellow: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> No Updates <p>Activities planned in next two weeks:</p> <ul style="list-style-type: none"> Team is developing a plan to complete assessments for 24-hour residential services. Plan will be communicated by 11/13/14 	<ul style="list-style-type: none"> Publishing a SNAP manual by Nov. 30th
<p>Individual Support Plan (ISP) <i>Strategy Lead: Marilee Bell</i></p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Risk work group continues to develop a matrix to standardize identification of high risks <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Planning a very small controlled field test on the newest version of the ISP which includes the revised Career Development Plan Continue to develop matrix for high risk identification Continue to develop training materials Regional Forums will be scheduled beginning in January 	<ul style="list-style-type: none"> 9/1/14-12/31/14 - Prepare training materials and final comments for statewide release of one ISP 1/15/15 – 2/28/15- Roll out of regional trainings statewide 3/31/15 – Statewide implementation – Spring 2015
<p>Plan of Care (POC) <i>Strategy Lead: Julie Harrison</i></p>	<p>Yellow</p>	<p>Previous Status: Green / Yellow: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> First PSW/IC-PSW payment cycle for Deschutes field test completed. Met with DD Southern Region stakeholders to review POC/Employment services <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Continued entry of POCs by field Continue weekly call-ins for field for questions/troubleshooting related to plan entry Continue providing technical assistance support to the field on POC employment services implementation eXPRS patch release scheduled for Thur 11/6 	<ul style="list-style-type: none"> Brokerage Pilot begins 11/1/14 POC full implementation 1/1/15

<p>Quality Improvement Strategy Lead: Brent Watkins</p>	<p style="text-align: center;">Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • Ongoing collaboration OBI to respond to additional questions related to the electronic QA system • Completed Monitoring and Progress note sections for the QA field review • Added OARs, K plan and waiver performance measure citations to field review questions document <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • QM project team reviewing and adding detail to QM collaboration project plan. 	<ul style="list-style-type: none"> • Execute second half of engagement plan for approaching stakeholders regarding QM collaboration project—November 30th • Develop the schedule for CDDP and Brokerage reviews—Nov. 30th
<p>Training Strategy Lead: Marilee Bell</p>	<p style="text-align: center;">Green</p>	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • No changes <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • ODDS staff will continue to review competencies which have been vetted by the field (providers, services coordinators and personal agents). 	<p>Core Competency:</p> <ul style="list-style-type: none"> • 11/15//14-1/31/15 expand field test • 1/1/15-3/14/15 – Incorporate changes to modules; test in the Learning Center; Upload materials • 3/15/15 – Statewide implementation of Core Competencies
<p>Communication Strategy: Strategy Owner/Lead: Brenda Autry</p>	<p style="text-align: center;">Yellow</p>	<p>Previous Status: Yellow / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • FAQs for TNT and employment posted <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> • Develop schedule for posting of FAQs • Collaborate with ODDS Operations to refine communications process flow • Coordinate share point training for the web managers. 	<ul style="list-style-type: none"> • ODDS Web page re-designed, Fall 2014 • Communication process developed and being implemented for questions prior to web page redesign.

<p>Contracts Administration: Lead: Renee Shippey</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔ Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Complete request for new Umatilla County contract <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Work with OC&P to prepare initial draft of Umatilla County contract for review by ODDS management Execute last county amendment #6 Submit new CDDP Amendments to managers for review Draft 15-17 Service Elements and send to CDDPs for review Draft 15-17 Service Elements for brokerages and send to internal staff for review 	<ul style="list-style-type: none"> Finalize Brokerage Amendment
<p>Service Access: Lead/Jeanette Baxter</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔ Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> No changes <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Notification of Rights forms updated and available on forms website Wrap up pilot of revised Notification of Planned Action form 	<ul style="list-style-type: none"> Implementation of complaints web page by 12/31/14 Revise Complaint form 03/15 Development of Worker Guide for issuing Notification of Planned Actions by Feb. 2015
<p>Stabilization and Crisis Unit: Lead/Tracy Wilder</p>	<p>Green</p>	<p>Previous Status: Green / Trending: ↔ Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Coordinated with community partners to continue to develop relationship and find suitable placements for clients who are stabilized and ready to step down, including meeting with potential partners to step down three (3) clients into community placements <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Coordinating with community partners and staff to prepare for two clients to exit in the next two weeks. Developing training plans for community homes. Analyzing the acuity levels and stability of current clients to determine appropriate next steps, i.e., step down internally from locked home to unlock home, step down to community placement, etc. Developing strategic plan and appropriate next steps. 	<ul style="list-style-type: none"> Development of metrics tracking client entries, exits, and length of stay Development of action plans to decrease length of client stay and increase the number of client exits by November 1, 2014

Risk Log

Risk	Impact	Mitigation	Responsible Party	Date Completed
POC current project timeline is highly compressed with heavy capacity constraints.	Failure of any individual project milestones may jeopardize present timeline		POC Steering Committee	