

STATUS REPORT

Office of Developmental Disability Services

Date: March 31, 2015

Project Owners: Lilia Teninty and Don Erickson

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, Tracy 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	G	G	G	G	

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

Transmittals:

- Children’s Foster Care Enrollment: Requirement Form for Room & Board
- DD50 Steps for scheduling ANA or ANA/SIS Assessment
- ANA/CNA Training
- Assessment Form 0744 Change

Work stream Updates

	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
Work streams	CMS Compliance <i>Strategy Lead: Joli Schroader</i>	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in the last 2 weeks?</p> <ul style="list-style-type: none"> • Comp and Supports waivers’ 372 report follow up answers sent to CMS on 3-16-2015 • Follow-up phone call with CMS on 3-26-2015 in response to phone call with CMS on 3-6-2015 we are answering follow up questions for Comp and Supports Services waivers <p>Activities planned for next 2 weeks?</p> <ul style="list-style-type: none"> • Ongoing work with HCBS global transition plan • Ongoing work on quality management collaboration process with QM team • Ongoing weekly meeting with ODDS to discuss upcoming waiver amendments 	<ul style="list-style-type: none"> • Negotiate CMS approval of 0117, 0375 waivers
	Functional Needs Assessment (FNAT) <i>Strategy Lead: Kristine Duffy</i>	Green	<p>Previous Status: Green / Trending Yellow: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> • CNA Version C testing (2nd test) sent to CDDPs <p>Activities planned in next two weeks?</p> <ul style="list-style-type: none"> • ReBAR scheduling ANAs for individuals in 24Hour residential (DD50) with upcoming ISPs. • Revised ANA/CAN vsn C transmittal to be routed for review • Final testing on ANA planned for April 2nd-8th with beta test versions to be posted on staff tools page for optional use by April 16th 	<ul style="list-style-type: none"> • Plan for ANAs and or SNAPs being conducted by June 2015 for individuals in Foster Care (DD58)

str	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
	Individual Support Plan (ISP) Strategy Lead: Marilee Bell	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> No updates <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Compiling questions raised in trainings and preparing responses for vetting by ODDS staff. 	<ul style="list-style-type: none"> Statewide implementation – Begin planning in April, 2015 for those plans that are due in June. If all team members are trained in the new ISP, the new ISP can be used immediately with SC/PA approval. Use of the new ISP will follow a statewide roll out based on when new plans are due. Anticipate statewide use of the new ISP by June, 2016 for those individuals receiving K/waiver services.
	Plan of Care (POC) Strategy Lead: Julie Harrison	Yellow	<p>Previous Status: Green / Yellow: ↔</p> <p>Accomplishments in last two weeks:</p> <ul style="list-style-type: none"> No updates <p>Activities planned for next two weeks:</p> <p>Communication under development:</p> <ol style="list-style-type: none"> Collaborative distribution/publishing of POC Implementation timelines (DHS, SEIU, HCC, CDDPs and Brokerages) Notices of 30 and 90 Day PSW PEA and CHC expirations Planning mtgs scheduled re: transition of CIIS to eXPRS/POC Presently recruiting the DD Technical Triage unit (as part of ITBSU) Workgroup established, including provider agencies, to complete development of document import (spreadsheet upload) for POC. 	
	Quality Improvement Strategy Lead: Brent Watkins	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Sent Umatilla CDDP field report data Draft of Clackamas Co. CDDP field review sent to Clackamas Co. Report Collaboration SharePoint side now functional and documents are being uploaded Community Pathways Brokerage field review on March 26th <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Final mapping sessions for initial SharePoint audit automation process Columbia County CDDP field review scheduled for April 13th – 14th 	<ul style="list-style-type: none"> Post developed QA tools and resources on DD QA page: http://www.oregon.gov/dhs/DD/Pages/quality-assurance.aspx Completion date of audit process mapping has been amended—likely completion now end of March

str	Work stream/Lead	Current Status	Status Update	Upcoming Major Milestones
	Training Strategy Lead: Marilee Bell	Green	<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). Field test is continuing on vetted modules which have completed the production stage in development. 	<p>Core Competency:</p> <ul style="list-style-type: none"> Policy discussions on Core competency implementation and roll out occurring in early April. Coordinator/Personal Agent conference scheduled for June 23rd and 24th in Corvallis.
	Contracts Administration: Lead: Renee Shippey	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> All initial draft changes to CDDP 15-19 agreement have been approved 3rd draft of 15-19 CDDP template has been prepared <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Next 3 Service Elements will be reviewed by management and submitted to OC&P Begin drafting brokerage 15-17 template 	<ul style="list-style-type: none"> Send 15-17 Service Elements to OC&P for DOJ review Prepare 3rd draft of 15-17 Contract template for County staff and DOJ to review
	Service Access: Lead/Jeanette Baxter	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> No updates <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Drafting revised Complaint Website and Complaint Form 	
	Stabilization and Crisis Unit: Lead/Tracy Wilder	Green	<p>Previous Status: Green / Trending: ↔</p> <p>Accomplishments in last two weeks?</p> <ul style="list-style-type: none"> Worked extensively with community partners to facilitate the move of one (1) client into a less restrictive community placements. <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> 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. Coordinating with community partners and staff to prepare for eight (8) clients to step down into community placement settings. Developing training plans for community homes. 	<ul style="list-style-type: none"> Development of metrics tracking client entries, exits, and length of stay Continued development of action plans to decrease length of client stay and increase the number of client exits. Implementation of new software program that will allow the agency to better track client activities.

Risk Log

Risk	Impact	Mitigation	Responsible Party	Date Completed
------	--------	------------	-------------------	----------------