

STATUS REPORT

Office of Developmental Disability Services

Date: April 28, 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:

Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sept 15	Oct 15
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:

- Limit on authorized hours a HCW/PSW may work identified in Service Plan
- Brokerage capacity and Enrollments

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"> • No changes <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 • Continuing conversations internally and with CMS regarding final outstanding 0117/0375 waiver question. • Phone call with CMS 4/29/15 regarding new upcoming expectations. 	<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"> • No updates <p>Activities planned in next two weeks?</p> <ul style="list-style-type: none"> • Revised ANA/CAN vsn C transmittal to be routed for review • ANA version C beta test to be posted on staff tools page for optional use until fully implemented. 	<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 changes <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. Contract extension for continued training through December, 2015 being executed Vetting of policy transmittal regarding ISP timelines 	<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"> Clatsop Final Report released Draft of Community Pathways QA field review report sent to brokerage Conducted Columbia County CDDP field review Revisions to online QA Field Review completed and approved <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Final mapping sessions for initial SharePoint audit automation process Complete pre-field review process checklist Independence NW Brokerage field review scheduled for April 28-May 1 	<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 April

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"> Loading of modules in test environment for further review prior to movement into the Learning Center environment Strategies discussed for roll out of Core competencies, including transfer of all materials and responsibilities for maintenance to ODDS. 	<p>Core Competency:</p> <ul style="list-style-type: none"> Policy discussions on Core competency Designing roll out of core competencies Coordinator/Personal Agent conference rescheduled for August 4th and 5th, 2015
	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"> No updates <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Begin drafting brokerage 15-17 template and County responses to 3rd draft of CDDP Agreement 	<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"> Vet Complaint Form and Website Verbaige through DD Council <p>Activities planned for next two weeks:</p> <ul style="list-style-type: none"> Finalize completion of Complaint Form Finalize completion of Complaint Website 	
	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"> Successfully planned and coordinated with community partners to develop training and transition plan(s) for one (1) client to step down into 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 eighteen (18) clients to step down into community placement settings. Although this planning takes months, we hope to transition three (3) clients out within the next month. 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
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