

West Virginia I/DD Waiver Quality Improvement Advisory Council Meeting	April 19, 2017 10:00am-4:00 pm Bureau of Senior Services		
Members Present:			
<input checked="" type="checkbox"/> Angie Breeden	<input type="checkbox"/> Brian Breyer	<input checked="" type="checkbox"/> Jeannie Elkins	<input checked="" type="checkbox"/> Susan Given
<input type="checkbox"/> Sheila Harper	<input checked="" type="checkbox"/> Amber Hinkle (Vice Chair)	<input checked="" type="checkbox"/> Chris Messenger	<input type="checkbox"/> Kelly Miller
<input checked="" type="checkbox"/> Marilyn Nichols (Chair)	<input type="checkbox"/> Marilyn Osborne	<input checked="" type="checkbox"/> Jon Sassi	<input checked="" type="checkbox"/> Steve Wiseman
<input checked="" type="checkbox"/> Richard Covert (Ancillary)	<input checked="" type="checkbox"/> Mary Lea Wilson (Ancillary)	<input type="checkbox"/> Todd Rundle (Ancillary)	
Others Representatives Present:			
<input checked="" type="checkbox"/> Laura Barno (BCF)	<input checked="" type="checkbox"/> April Goebel (KEPRO)	<input checked="" type="checkbox"/> Taniua Hardy (BMS)	<input checked="" type="checkbox"/> Sissy Johnson (KEPRO)
<input checked="" type="checkbox"/> Teresa McCourt (SFC)	<input checked="" type="checkbox"/> Pat Nisbet (BMS)	<input checked="" type="checkbox"/> Leah Redden (KEPRO)	<input type="checkbox"/> Beth Morrison (BBHMF)
<input checked="" type="checkbox"/> Vanessa VanGilder (Olmstead)		<input checked="" type="checkbox"/> Rose Lowther-Berman (BMS)	
<input type="checkbox"/> Stephen Brady (BBHMF)	<input type="checkbox"/> Jim Cooper (OHFLAC)	<input type="checkbox"/> Lori McGurty (KEPRO)	<input checked="" type="checkbox"/> Randy Hill (PPL)
Public Present:			
Liz Bragg, Linda Higgs			

MINUTES

Agenda Item	Welcome Approval of January 2017 Minutes Membership Application	Presenter	
<ul style="list-style-type: none"> • Call to Order: The meeting called to order at 10:00 am by Amber Hinkle, Vice-Chairperson. • Approval of Minutes <ul style="list-style-type: none"> ○ Mary Lea Wilson moved to approve minutes and Jon Sassi seconded. Minutes approved by majority. • Membership Application <ul style="list-style-type: none"> ○ Open positions include one ancillary and one provider. KEPRO provided the council with the one application for a provider representative. ○ The council discussed dissemination of council materials, including membership openings. Pat Nisbet indicated that she would post the application to BMS' website. The DD Council and WV Advocates offered to post a membership application and flyer to their respective websites. April Goebel will request written permission from BMS to forward the membership flyer and application to those organizations, as well as to send to the I/DD Waiver distribution list. ○ Leah Redden confirmed that some members have missed two meetings. The membership subcommittee will draft a dismissal notification letter with Ms. Redden's assistance. Ms. Redden will forward to BMS for approval, and then to members who have missed two or more meetings. ○ Given that there is one application and that some members may be dismissed for non-attendance, Teresa McCourt moved to table voting until membership applications can be solicited. Susan Given seconded the motion, but it died in favor of additional discussion about membership requirements. Jon Sassi later moved again to table elections until the next meeting so that membership can be sought. Steve Wiseman seconded the motion and it was approved by majority. 			
Action Items	Person Responsible	Deadline	

Re-send membership flyer	April Goebel	May 15, 2017
Development of draft dismissal letter	Membership subcommittee, Leah Redden	July 19, 2017

Agenda Item	General Updates	Presenter	-Pat Nisbet/Taniua Hardy - BMS -April Goebel - KEPRO -Randy Hill - PPL
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Discussion and Conclusions:

<p>BMS</p> <ul style="list-style-type: none"> • Taniua Hardy discussed the 26 member deaths that reported since January 2017. <ul style="list-style-type: none"> ○ 2 out of state hospital deaths (ages 40 and 51—additional information unavailable) ○ 14 natural deaths of individuals who lived in NF: <ul style="list-style-type: none"> ➤ Age 15 in hospital: cardiac arrest, probable sepsis, DiGeorge Syndrome, Tetralogy of Fallot ➤ Age 15 in hospital: Duodenal perforation, Jejunal feeding dependence, Cerebral Palsy, malnutrition, epilepsy ➤ Age 13 at home: Cerebral Palsy ➤ Age 54 at home: Endometrial cancer ➤ Age 52 in hospital: respiratory failure, sepsis, osteomyelitis, pneumonia, asystole ➤ Age 20 in hospital: cardiac arrest—unknown cause, asystole, ventricular fibrillation, recent fungal meningitis, MRSA, pneumonia ➤ Age 8 in hospital: hypoxia, ischemia, respiratory arrest, holoprosencephaly, cardiac arrest ➤ Age 9 at home: respiratory arrest, neurologic degeneration, Batton’s Disease ➤ Age 12 in hospital: complications from Cerebral Palsy ➤ Age 53 at home: electrolyte imbalance, Anorexia, declining health ➤ Age 25 at home: undetermined natural cause ➤ Age 20 in hospital: severe septic shock, multi-organ failure, bowel perforation, prepioric academia ➤ Age 42 in hospital: unknown natural cause ➤ Age 67 in hospital: sepsis, decubitus ulcers ○ 8 natural deaths of individuals who lived in ISS: <ul style="list-style-type: none"> ➤ Age 52 at home: Alzheimer’s Disease, dementia, congestive heart failure, Down Syndrome, cardiomyopathy ➤ Age 52 at home: Acute Myeloid Leukemia, respiratory failure ➤ Age 72 in hospital: congestive heart failure, respiratory failure, coronary artery disease ➤ Age 60 in nursing home: seizure disorder ➤ Age 54 in hospital: acute respiratory distress, aspiration pneumonia with MRSA, recurrent aspiration, Hepatitis B, severe malnutrition, neurofibromatosis, tuberous sclerosis ➤ Age 41 at home: pneumonia, Down Syndrome ➤ Age 82 in hospital: sepsis, acute kidney injury, metabolic acidosis, dementia ➤ Age 61 in hospital: bilateral pneumonia, anxiety ○ 1 accidental death of individual who lived in ISS: <ul style="list-style-type: none"> ➤ Age 62 in hospital: asphyxia, choking, coronary artery disease, ○ 1 natural death of individual who lived in SFCP: <ul style="list-style-type: none"> ➤ Age 55 at home: Cerebral Palsy • Also in response to Ms. Hardy’s report, Brian Breyer asked for additional detail about the two deaths that were due to severe malnutrition and still considered natural causes. Steve Wiseman asked if more detail

was available about the choking and the acute kidney injury deaths. Ms. Hardy indicated that additional detail had not been provided. The council then discussed the need for additional information on how cause of death is determined and reported. April Goebel will research how different causes of death are assigned and will reach out to the State Medical Examiners' Office for information.

- Amber Hinkle identified that it would be useful for the council to have more information regarding deaths so that trends can be identified in an effort for the council to advise BMS on associated program needs. As this information has been collected by BMS only since April 2015, Ms. Nisbet volunteered to seek information for deaths that occurred before that date. April Goebel will review the existing data and categorize (number of natural deaths, number of accidental, etc.) for presentation to the council at the next meeting. The council can then use that information to identify trends and further advise BMS.
- Ms. Hardy informed the group that there have been cost savings since implementation of new policy, and that she will forward specific data to the group. Ms. Nisbet indicated that if the savings trend continues, more slots may be released in the near future. The group asked about the number of slots that will be released in July and were informed that it would be approximately 80.

KEPRO

- April Goebel presented the IDD Provider Review Summary.
 - A one-year review cycle, introduced with new policy effective 12/1/15, was implemented 12/1/16. Overall providers continue to do well, though one did have a significant disallowance for lack of staff training in the last quarter of the two-year cycle. Agencies tend to meet requirements for staff training and qualifications, but some continue to receive citations for clinical issues. Most often these citations are related to the time billed for SC and BSP services.
 - Ms. Goebel also presented the WV I/DD Waiver Monitoring: Simple, Critical, and Abuse/Neglect/Exploitation Incidents report. Compliance rates for timely provider resolution of incidents is very low. This is a new reporting requirement, effective with new policy, and training will be conducted at the Quarterly Provider Meeting in May to address this issue. Ms. Nisbet stated that the new IMS will be available in the near future and is currently being tested by various stakeholders. When the new system is completed, additional information and training will be offered.

PPL

- Randy Hill provided the activity report for PPL.
 - Though PPL has received fewer referrals in recent months, there was an increase in March.
 - Mr. Hill indicated that PPL has had some concerns with overlapping billing for some who receive dual Personal Care/IDD services. PPL is researching this issue with the involved Personal Care providers in an effort to identify trends and address any inappropriate billing activity. Ms. Nisbet reported that the state is considering an alternative billing method that requires individual providers to have their own Medicaid number. This method will allow further monitoring to prevent such duplication.
 - Mr. Hill reports that parents continue to have difficulty obtaining written permission from local courts in order to receive payment for providing services. (House-Bill 2885 requires guardians to receive court permission in order to be compensated for providing services to a protected person.) to The group discussed potentially developing a letter for families to take to their local court when requesting the approval; Pat Nisbet will discuss with BMS attorneys and report results of that discussion at the next council meeting. Depending on the outcome of that discussion, the council may choose to develop a letter for BMS to make available.

Action Items	Person Responsible	Deadline
Research how different causes of death are assigned and will reach out to the State Medical Examiners' Office for information	April Goebel	July 19, 2017

Obtain statistical information for before April 2015	Pat Nisbet	July 19, 2017
Review and categorize existing death data for ease in identification of trends	April Goebel	July 19, 2017
Dissemination of cost analysis	Taniua Hardy	May 15, 2017
Discuss House-Bill 2885 with attorneys and determine whether BMS can make letter available to guardians seeking court permission to be compensated for providing services	Pat Nisbet	July 19, 2017

Agenda Item	Statewide Transition Plan Action Items	Presenter	-Rose Lowther-Berman, BMS -Group Discussion
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Dr. Rose Lowther-Berman, BMS' Transition Plan Coordinator, and Ms. Nisbet provided a status update on the HCBS Integrated Settings Rule. <ul style="list-style-type: none"> ○ Twenty settings are now in full compliance. Council members requested a copy of the report to include the agencies/settings found to be in compliance. This will be provided with the final minutes as well as with future handouts. ○ Four programs (three supported employment and one day habilitation site) have decided to no longer offer services as a result of the Integrated Settings Rule. These individuals continue to receive services and did not/will not experience a lapse in services, but are no longer served by those agencies. (This affected fewer than five individuals.) ○ When asked about the course of action if agencies refuse or are unable to comply, Dr. Lowther-Berman indicated that BMS and KEPRO would facilitate transfers of those individuals. This has not been required thus far, and BMS is working with providers to assist them in coming into compliance. For example, two individuals have moved due to a home not being in compliance, but are still receiving services from the same agency. ○ Dr. Lowther-Berman will continue to provide a status report each quarter. ○ Ms. Nisbet provided council members with a letter from CMS that sent in response to BMS' request to remove the three-year day habilitation limit from the Statewide Transition Plan. CMS granted permission. Ms. Nisbet attached a CMS Informational Bulletin about employment and employment-related services for the council's review. • Prior to the council meeting, the Statewide Transition Plan was provided again to members for review. Dr. Lowther-Berman reviewed the action items in the Transition Plan that require the council's input. <ul style="list-style-type: none"> ○ Item A: Council to monitor and advise. At the next meeting, Dr. Lowther-Berman will provide instructions to facilitate monitoring. ○ Item D: Council to monitor and advise. The webinar was finalized 3/24/17; at the next meeting, Dr. Lowther-Berman will provide instructions to facilitate monitoring. ○ Item E: Council to monitor and advise. FAQs were provided to the I/DD distribution list 2/1/17 and will be updated quarterly as needed. Council members should review FAQs as they are distributed. ○ Item G: Council to monitor and advise. At the next meeting, Dr. Lowther-Berman will provide instructions to facilitate monitoring. ○ Item H: Council to monitor and advise. At the next meeting, Dr. Lowther-Berman will provide instructions to facilitate monitoring. ○ Item I: Council to monitor and advise. At the next meeting, Dr. Lowther-Berman will provide instructions to facilitate monitoring. ○ Item J: Council to monitor and advise. At the next meeting, Dr. Lowther-Berman will provide 			

instructions to facilitate monitoring.

- Item K: BMS will provide completed Provider Compliance Report at each quarterly meeting. Council will provide feedback on reports, including identification of potential problem areas or questions. This will be the responsibility of the Dataset subcommittee, which will convene and develop recommendations prior to the next meeting.
- Item L: This item will also be addressed by the Dataset subcommittee prior to the next meeting.
- Item M: Council to monitor. Changes in the Behavioral Healthcare Rule and Client Rights Rule are currently with the state legislature. At the next meeting, Dr. Lowther-Berman will provide instructions to facilitate monitoring.
- Item O: Council to monitor and advise. The letter has been developed but is not yet in use. At the next meeting, Dr. Lowther-Berman will provide instructions to facilitate monitoring.
- Items Q and R: As these are based on existing MFP program processes, Dr. Lowther-Berman will contact that program to invite them to speak to the council at the next meeting about transitioning individuals from settings.
- Item S: Toolkit subcommittee will meet and develop a toolkit for providers that includes housing resources and person-centered planning strategies.

Action Items		Deadline
Provide HCBS Compliance Report with final minutes	Dr. Rose Lowther-Berman, Leah Redden	May 15, 2017
Instructions on how monitoring Transition Plan items A, D, G, H, I, J, M, O will be facilitated	Dr. Rose Lowther-Berman, Pat Nisbet	July 19, 2017
Develop feedback/recommendations for Transition Plan items K and L	Dataset subcommittee	July 19, 2017
Contact MFP program for guest speaker	Dr. Rose-Lowther-Berman	July 19, 2017
Develop toolkit for provider use	Toolkit subcommittee	July 19, 2017

Agenda Item	Public Comment	Presenter	-Public
Discussion and Conclusions:			
Liz Bragg stated that the council is doing well in their efforts.			
Action Items		Person Responsible	Deadline
NONE			

Agenda Item	Progressive Strategies Development	Presenter	-Workgroup
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Amber Hinkle indicated that, since the announcement that funding for the I/DD Waiver program may be reduced, the council should develop a plan to advise BMS if this occurs. The council identified potential solutions as well as issues that may hinder addressing a funding reduction. 			
Potential Solutions			
<ul style="list-style-type: none"> ○ Close ICF and use the funding for the I/DD Waiver Program ○ Increase SFC option ○ Reduce rates and services <ul style="list-style-type: none"> ➤ Environmental Accessibility Adaptations/Participant-Directed Goods and Services and Extended Professional Services (speech, physical, occupational, and dietary therapies) ○ Require self-direction for family PCS and respite ○ Require use of AMAPs instead LPNs for medication administration 			
Challenges			

- Depending upon what decision is made, many members could be affected.
 - Specialized Family Care lacking availability to serve children, currently.
 - Teresa McCourt to forward monthly update of available SFC homes in the state to Ms. Goebel and Ms. Hardy.
 - Over-bedding at Sharpe and Bateman
 - Fraud
- If the budget/services are reduced, the council requests that a special meeting be called. This will take place, but it must be announced 5 days prior to the scheduled date of the meeting.

Action Items	Person Responsible	Deadline
Monthly update of available SFC homes to April Goebel and Taniua Hardy	Teresa McCourt	Monthly

Agenda Item	Subcommittee Updates	Presenter	-SC COI Sub-committee -Data Analysis -Performance Indicators -Member Rights/Confidentiality
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Discussion and Conclusions:

SC Conflict of Interest Training Subcommittee

- This subcommittee recommends using and modifying the existing ADW training. Ms. Given will obtain the training and make revisions. It will be provided to BMS before the next meeting. Discussion of SC Conflict of Interest practices led the group to discuss concerns about members making choices at assessments while the SC is present. Ms. Goebel will discuss the current practice with Ryan Greenlee, who leads the team of individuals who conduct assessments, to determine if it is possible to revise the process to excuse the SC during completion of the Freedom of Choice form.

Living Arrangements Classifications

- April Goebel presented BMS' decisions on how certain living arrangements will be identified. BMS utilized input received from council members in making the following decisions:
 - Member lives in home with non-I/DD Waiver spouse: Natural Family
 - Member lives in home with non-I/DD Waiver roommate (not spouse or other family member): Natural Family
 - Married couple both of whom receive I/DD Waiver services: ISSx2 (or number of members living in home)
 - Member lives in home with person I/DD Waiver waitlist (could be spouse): ISSx2 (or number of members/future members living in home)
 - Member lives in home with person who is funded as a WV DHHR special project (could be spouse): ISSx2 (or number of individuals living in home)
 - Member lives in home with guardian who is not biological family or specialized family care provider: Natural Family
 - Member lives in ISS alone currently and is under budget (1-person ISS approved via DSSLA after 12/1/15 or lived in 1-person ISS prior to 11/30/15): ISSx1
 - Member lives in ISS alone currently but is listed as natural family (arrangement not approved and occurred 12/1/15 or later): Natural Family; DSSLA must be submitted for consideration of ISS classification
 - Members live in 2-person ISS that was originally 3-person ISS (2-person arrangement not approved and move occurred 12/1/15 or later): 3-person ISS; DSSLA must be submitted for consideration of 2-person ISS classification

- Member lives in 1-person ISS that was originally 2- or 3-person ISS (1-person arrangement not approved and move occurred 12/1/15 or later): 2- or 3-person ISS (previous ratio); DSSLA must be submitted for consideration of 1-person ISS
- New slot release—member currently lives with natural family: Natural Family
- New slot release—member lives in ICF: Group Home x4
- New slot release—member lives alone: All new adult waiver slots will be notified at assessment that prior approval is needed for all those living alone who wish to receive services in a 1-person setting; at time of assessment, KEPRO will request decision from BMS

Member Rights/Confidentiality Training Subcommittee

- This subcommittee does not have an update, but will present one at the next meeting.

Action Items	Person Responsible	Deadline
Revise ADW COI training to be used for I/DD	Susan Given with Sub-Committee	July 19, 2017
Speak with Ryan Greenlee regarding excusing SC from assessment during completion of DD2	April Goebel	July 19, 2017
Meet regarding Member Rights/Confidentiality Training development	Member Rights/Confidentiality subcommittee	July 19, 2017

Agenda Item	Wrap-Up/Confirmation of Next Meeting		
Discussion and Conclusions:			
<ul style="list-style-type: none"> ● Next Meeting is scheduled for July 19, 2017 at BoSS. ● Meeting adjourned at 3:49 pm by Amber Hinkle. 			
Minutes submitted by Sissy Johnson			