

West Virginia TBI Quality Improvement Advisory Council Meeting	February 20, 2013 10:00am-2:00pm Center for Excellence in Disabilities 4510 Pennsylvania Ave Charleston, WV
Members Present:	
Don Ashworth, Sally Burchfiel, Angela Vaught, Mark Fordyce, Betsy Peterson, Tevli Simirgon (for Clarice Hausch), Lou Ellen Blake (via conference call)	
Members Not Present:	
Samuel Mullett, Brad Anderson, Stewart Phillips	
Others Present:	
Barb Recknagel, Susan Given, Marcus Canaday, Brain Holstine, Amy Shriver	
Meeting Minutes from the 8/15/2012 QIA Council were approved.	

MINUTES

Agenda Item	Welcome/ Introductions/Old Business	Presenter	Barb Recknagel
Discussion and Conclusions:			
Discussion/Follow-up: Roundtable introductions were made by all meeting attendees. Housekeeping issues were discussed as related to the new meeting location at the Charleston, WV Center for Excellence in Disabilities office. Old business: The minutes from the November 7, 2012 QIA Council meeting were approved as written.			

Agenda Item	Election of Officers	Presenter	Barb Recknagel
Discussion and Conclusions:			
Discussion/Follow-up: A bio was provided to council members for nominee Mark Fordyce. All voting Council members voted in favor of electing Mark to the Chair position. Nominations were accepted from the floor for the Co-Chair position; no nominations were made.			
Action Items	Person Responsible	Deadline	
Secure co-chair nominations	All members	Ongoing	
Agenda development for 5/13 meeting	Mark Fordyce, Barb Recknagel, Amy Shriver	April 15, 2013	

Agenda Item	WV TBI Waiver Program Updates	Presenter	Susan Given, Marcus Canaday, Sally Burchfiel, Barb Recknagel
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Discussion and Conclusions:

BMS Updates: Susan Given, with the Bureau for Medical Services, provided an update to the Council. She reported that BMS had submitted an amendment to the Center for Medicaid Services (CMS) requesting that the TBI waiver be amended to eliminate the requirement that the applicant must be an inpatient in a hospital, nursing home, or rehabilitation facility at the time of referral.

Susan reported that BMS had provided two recent clarification updates to providers; one update was relative to CPI Training for staff, and the other was regarding an anchor date for members of the waiver program. Susan also reported that the waiver's second year officially started on 2/1/13, and that eight of the 100 slots had been filled to date. She noted that a letter had been received from CMS informing that a Quality Review Report for the review period 2/1/2012-1/31/2013 is due to CMS in April 2013.

PPL Updates: Sally Burchfiel provided an update, reporting that PPL was serving five waiver members who were active, and were anticipating a sixth member the following week. She noted that members were choosing primarily family members for personal attendant services. She reported that the resource consultants were receiving reports from members of very positive experiences. She recommended that respite care be considered as an additional service to be covered under the waiver at some point in the future.

APS Healthcare updates: Barb Recknagel, Manager of the TBI Waiver program, provided an update on the program. Council members were provided with a copy of the Discovery & Remediation (D & R) report and the findings of the report were reviewed. The Council reviewed the LOCHRRRA report and the February 2013 Program Activity report. Council members did not have any questions as a result of today's review. Barb relayed that Continuing Certification Provider Agency Reviews started in January. The off-site review process is performed by the ASO once the agency submits a completed continuing certification application. The 2013 TBI Waiver Training calendar was discussed, Council members are encouraged to participate, and feedback from Council members on the February Personal Attendant Services training was favorable. The ASO continues to offer technical assistance it has been providing to selected agencies to assist with the member assessment and service planning aspects of the program. Barb also shared with the Council that APS TBI Waiver staff is going through a year-long training class to prepare for the Certified Brain Injury Specialist (CBIS) exam. The class is being provided by APS employee, Melodee Hursey, who is a certified CBIS Trainer

(CBIST).

Money Follows the Person (Take Me Home WV) updates: Marcus Canaday, Manager of the Take Me Home WV program, provided an update on the status of the program. He reported that the program was fully staffed after the recent hiring of six (6) Transition Navigators, a Housing Coordinator, and an Administrative Assistant. The Navigators will be housed in the ADRC facilities. He noted that the program had received more than fifty (50) referrals since its start date of 2/1/13, four (4) of whom had already been determined eligible.

Follow up:

1. Marcus and Barb discussed the possibility of coordinating an education call for the Transition Navigators, so that they would be aware of the TBI Waiver program covered services and eligibility requirements as they make visits to the nursing homes.
2. Marcus and Barb will discuss/coordinate a time for Marcus to present a risk mitigation assessment at the May, 2013 meeting, per the request of Council members.

Action Items	Person Responsible	Deadline
TBI Waiver Education phone conference for Transition Navigators	Barb Recknagel, Marcus Canaday	To be determined
Schedule a risk mitigation assessment presentation by Marcus Canaday for the May, 2013 meeting	Marcus Canaday/ Barb Recknagel	ASAP

Agenda Item	Discuss goals for the Council Quality Management Plan/Initiate Work on Council work plan	Presenter	Council Members
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Discussion and Conclusions:

The draft TBI Quality Improvement Advisory Council work plan, based on goals developed during the November, 2012 QIA Council meeting, was provided to members, as was the HCBS Six Levels of Assurances, PES Crosswalk. New Chair Mark Fordyce felt that it was premature for the formation of work groups, and should wait until the Waiver program has been operational for a longer period. He felt that data could be reviewed and issues more readily identified given more time. Sally posed the question about what data fields the council wants to look at, and felt that it would be beneficial to brainstorm now to decide what to look at, rather than trying to capture data after the fact. Potential issues to gather data on were discussed, and included co-morbid issues seen frequently in the brain injury population including: substance abuse, misuse of prescription medications, risk-taking behavior, types of PDGS being requested, number of medications, past history, whether the presenting injury is the first TBI, how many members are treated at in-state vs. out-of-state facilities, and paid Supports and informal Supports.

Action Items	Person Responsible	Deadline
Continue to brainstorm issues to be addressed by work groups	All members	Ongoing
Continue to develop the TBI Quality Improvement Advisory Council Work Plan	All members	Ongoing

Agenda Item	Public Comment	Presenter	
Discussion and Conclusions:			
There was no public comment made			
Action Items	Person Responsible	Deadline	
Change public comment time slot for May, 2013 meeting to lunch hour	Mark Fordyce, Amy Shriver, Barb Recknagel	April 15, 2013	

Agenda Item	Wrap Up/ Confirm next meeting date		
Discussion and Conclusions:			
After some discussion, it was determined that the next meeting will take place on Thursday, 5/19/13, at the Charleston CED office at 4510 Pennsylvania Ave. in Charleston, WV. The meeting attendees discussed options for meeting times, and decided to continue with the 10:00 A.M.- 2:00 P.M. time in an attempt to accommodate the majority of members, many of whom travel to attend meetings.			
Action Items	Person Responsible	Deadline	

Minutes submitted by	Amy Shriver, Assessment Coordinator, APS Healthcare	March 19, 2013