

CFCM IDD Stakeholder group meeting Minutes January 10,2019

Agenda

In attendance: Liz Bragg, BMS; Megan Ramsburg, WVU/CED; Joyel Finley, Prester Center; Jon Sassi, JCDC; Christy Black, Parent/Advocate; April Goebel, KEPRO; Alanna Cushing, BMS

- 1 Welcome
2. Review of previous discussion items:
 - a. Flyer
 - b. survey
 - c. Kepro update (distribution list, SC corner)
 - d. Webpage on BMS website
3. Update on current data (if you have any updates in reference to updated caseload numbers, # of SC's, coverage in counties, Similar to how we did the "Where are we now Data" from the first meeting just to refresh memories.

New items for discussion:

- a. Draft Provider Agency Certification Process for CFCM agencies
- b. Inter-agency agreement between CM agency and provider agencies.

Minutes

- Roll Call
- Welcome
- **Action Item: Interagency agreement from CSI, we'd like to take a look at theirs as an example**
- Updates
 - Agencies can be both Service Coordination and Service Provider agencies, but can't provide to the same person.
 - Survey and Flyer in final approval stage
 - Checking to see if we can use Survey Monkey instead of paper survey
 - **Action Item: Boss has Survey Monkey, so Liz checking to see if we can use and how that will work**
- Agenda Item: Flyer
 - Liz going to share flyer at next council
 - Comments on flyer:
 - **Action Item: Alanna will edit clarifying that SC and service provision must be from a different agency**
 - how will flyer be distributed: on the website, SC distribution list
 - **Action Item: Alanna will add something stating more information to come. . .**
- Agenda Item: Survey
 - This will go to the CEO of agencies providing Service Coordination currently
 - Comment: can we also CC the contact person for the agency?
 - **Action Item: April will also provide these contacts to add to list of CEOs for distribution of survey**
 - Stakeholder group will also get to see the data
 - Deadline to go out is January 15th, and have information back by March/April
 - Comment: maybe deadline should be sooner, we could shorten it since it will be electronic now

- We are on track to meet deadline once Liz talks with BoSS
 - Let's make deadline February 15 (30 days) with a reminder at 2 weeks mark.
 - Discussion: Rural exemption
 - We have 2 or 3 SC agencies in each county, so will this exemption be common?
 - **Action Item: Question 19, b, add blurb reminder that the same agency can't provide case management and services to the same member**
- Agenda Item: KEPRO Update (April)
 - Inclusion of all primary stakeholders is the goal, so we are working on building connections through DD Council, QIA council, Disability Rights, etc.
 - Current newsletter: Doc Requests, LPN, suggestions to have coworker review documentation
 - Doc Requests are still often one of the biggest obstacles to service auths
 - Include missing docs and missing information on submitted docs
 - No new SC agencies since last meeting
- Agenda Item:
 - Certification mechanism for a provider to become an agency
 - Discussion:
 - Do independent case managers need to have a separate certification mechanism?
 - Can case managers provide to all 3 waivers (IDDW, ADW, TBI)
 - It's our understanding that if a provider is only going to be a Case Management agency (no services provided), they won't have to go through the OHFLAC certification process. There will be a separate certification process.
 - Our goal is to make recommendations for how this process will be written into the IDDW manual
 - To solve family upset with losing their SC, could we allow as many of them as possible to become independent from their current agency?
 - For an agency vs. individual, all the same criteria would apply, as long as the entity is providing only service coordination and no other services.
 - **Action Item: April will send out ADW, IDDW, and TBI documents to Stakeholder group and group will review and do side-by-side comparison**
 - Will this allow us to separate out Service Coordination/Case Management from Behavioral Health License?
- Agenda Item: Interagency agreements
 - Discussion: SC's are responsible for another agency's money, since they coordinate the service and amounts provided
 - This should be addressed in the Interagency agreement
 - **Action Item: We can examine the Interagency process two meetings from now. This should be the bulk of the agenda**
 - Will this document be standard across the state, or will agencies be able to create their own (but following basic guidelines)?
- Agenda Item: Service Coordination Services Agreement
 - Standard bullet points of things that must be included
 - Template
 - Might could even write into the next waiver, the SC agreement must address the following issues. . .
 - **Action Item: 2 meetings from now we will discuss these bullet points**
- **Action Item: Liz checking with Pat/BMS about OHFLAC licensure vs. certification**

