

**COVID-19 WV IDD WAIVER
REOPENING PLAN—JUNE 18, 2020**

On March 20, 2020, BMS forwarded a “Coronavirus Disease (COVID-19) Precautions” memo that advised on requirements for implementing preventative measures related to the current worldwide pandemic. The Centers for Medicare and Medicaid Services (CMS) approved those measures for West Virginia’s IDD Waiver program through June 30, 2020.

*The following measures are effective through September 30, 2020, **unless otherwise specified below**. Please note that BMS reserves the right to modify these precautionary measures as needed due to changes in rates of infection or guidance from state or federal authorities.*

The Centers for Disease Control and Prevention (CDC) have published Guidance for Direct Service Providers, which can be found by going to:

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/direct-service-providers.html>

Additionally, agencies are required to observe the following general precautions, as they apply to the circumstance, for any face-to-face activities:

- *Physical distancing of at least six feet must occur when possible*
- *Cleaning, sanitizing, and disinfecting frequently touched surfaces and shared objects must be performed multiple times per day*
- *Items that are not easily sanitized must not be shared among members*
- *Disinfectants must be applied safely and correctly*
- *Proper hand-washing techniques must be taught, reinforced, and observed*
- *Proper cough/sneeze protocols must be taught, reinforced, and observed*
- *The use of cloth face-coverings is strongly encouraged*
- *Agencies should remind personnel and members frequently not to touch face-coverings or face*
- *Posting of informational flyers describing proper use of PPE, cough/sneeze protocols, hand-washing techniques, and other precautions is encouraged in common areas*
- *Health screens that include temperature checks and signs/symptoms questionnaires are encouraged*
- *Staff that are ill or report having been exposed to an infected person must not provide services*

- *Proper provision of services to members who exhibit signs/symptoms of CoVID-19 must be observed (please refer to CDC guidelines)*

BACKGROUND CHECKS

Criminal Background check requirements have been changed to allow for candidates to begin work without being fingerprinted, as long as the pre-screening in WV CARES system yields a satisfactory result. This deadline has been extended to 9/1/20. For additional information, including further requirements, see the memo, dated 6/2/20 and forwarded to the IDDW Distribution List on 6/12/20.

STAFF TRAINING

Effective 7/1/20, training requirements are no longer suspended. Agencies that did not conduct training for new hires or require active staff to complete annual training, due to the suspension that was available through 6/30/20, must begin to do so and have until 9/30/20 to come into compliance with requirements. The 9/30/20 date also applies to day service staff who are furloughed due to CoVID-19, but this requirement may be revised in the event that day programs remain closed past the current anticipated 8/1/20 reopening date.

Agencies are encouraged to conduct training via electronic means or by telephone (note that any electronic member-specific training must be conducted via a secure network), but are allowed to conduct them in-person as long as general precautions, described above, are observed as applicable to the circumstance.

Training of new BSPs must adhere to CoVID-19 Q/A #60 and use non face-to-face means when appropriate and available.

While training on Emergency Procedures is required according to policy, any portion of the curriculum that includes demonstration of physical hold techniques should not be completed. Agencies that use a Crisis Prevention Institute (CPI) curriculum can also request an extension via that organization if desired.

TRANSPORTATION REQUIREMENTS: The DMV has announced that expiration dates for vehicle registration and driver's licenses has been extended through 8/1/20. Additionally, per the West Virginia State Police, the motor vehicle inspection program is suspended from 4/1/20-7/1/20. More information on these announcements can be found here:

<https://transportation.wv.gov/DMV/Pages/covid-info.aspx>. For purposes of staff files, agencies are required to maintain up-to-date information, according to these allowances. For example, if a staff person's driver's license expired on 3/15/20, a copy of that license should be maintained in the file until the renewal occurs on or before 8/1/20.

MEMBER ASSESSMENTS

Effective 7/1/20, initial and annual assessments may not be postponed. While they are allowed to be conducted in-person, doing so via secure electronic means or via telephone is preferred and encouraged. Members whose assessments were originally postponed, as allowed per the 3/20/20 memo, must be completed by 9/30/20.

PROVIDER REVIEWS

Effective 7/1/20, provider reviews will no longer be postponed. While they may be conducted in-person, doing so via secure electronic means is preferred and encouraged. Each agency will be contacted individually by the assigned KEPRO Provider Educator to make arrangements. If the agency and KEPRO determine that the review will occur onsite, additional precautions will be agreed upon.

IDT Meetings

Effective 7/1/20, IDT meetings may occur in-person but are strongly encouraged to take place via telephone or secure electronic means.

ROUTINE MEETINGS

The July 2020 QIA Council meeting will be conducted electronically rather than in person. Members will be provided with details. Information will also be provided on BMS' website for those who wish to offer Public Comment.

The August 2020 Quarterly Provider meeting will be conducted electronically rather than in person. Additional information will be provided.

The venue for the October 2020 QIA Council meeting will be announced at a later date.

The venue for the November 2020 Quarterly Provider meeting will be announced at a later date.

SKILLED NURSING AND BEHAVIOR SUPPORT (BSP) SERVICES

Effective 7/1/20, while these services may be provided in-person, it is encouraged that they be provided via secure electronic means or telephone when circumstances allow.

HOME VISITS

Effective 7/1/20, while home visits may be conducted in-person, it is encouraged that they continue to be done via secure electronic means or telephone unless member circumstances require face-to-face interaction.

DD12s

DD12s will are not required for active members who will not receive a Direct Care Service as a result of the pandemic. These members will not be placed on hold in CareConnection© so as to allow for continued monitoring of health and welfare via monthly home visits.

DD12s are required for new members that have recently been assigned slots who approach the 180-day timeline without a Direct Care Service. While these new members will not be placed on hold, the DD12 will be used as a tracking mechanism.

KEY POINTS TO CONSIDER FOR ISS AND GROUP HOMES

- Use of PPE (minimally cloth face-coverings) is required during all visits that take place in the home.
- Designated areas must be established that clearly delineate space for physical distancing during visits.
- Only one visitor may be present in the home at a time; if needed and weather permits, other visitation can occur outdoors on the property (porch, deck, yard, etc.) where physical distancing can be observed.
- All visitors must participate in a health screen that includes taking temperature and completion of a signs/symptoms questionnaire. If the health screen indicates any symptoms or risk factors, the visit cannot take place and that individual should follow up with his/her medical professional. (*Note, agencies may use their own health screening questionnaire or one will be provided by BMS.*)
- Offsite visits are strongly discouraged at this time.

DAY PROGRAMS AND SERVICES

Day services, with the exception of Supported Employment for those whose places of employment have reopened, are suspended through 7/31/20. BMS continues to receive guidance from the WV Bureau for Public Health (WV BPH) and CMS and will keep stakeholders apprised of updates as they become available. Members that are authorized to receive day services will continue to be eligible to receive additional PCS and Respite services while the day programs remain closed. Day programs will continue to be eligible to receive retainer payments until day programs are allowed to reopen.