

West Virginia I/DD Waiver Quality Improvement Advisory Council Meeting	July 18, 2018 10:00am-4:00 pm Bureau of Senior Services		
Voting Members Present:			
<input type="checkbox"/> Angie Breeden (vice chair)	<input type="checkbox"/> Dorothy Frazier	<input checked="" type="checkbox"/> Kristy Ellison	<input type="checkbox"/> Patty Combs
<input checked="" type="checkbox"/> Kelly Miller	<input type="checkbox"/> Vacant (provider rep)	<input checked="" type="checkbox"/> Jason Jones	<input checked="" type="checkbox"/> Michele Mount (SFCPM)
<input checked="" type="checkbox"/> Jeannie Elkins	<input checked="" type="checkbox"/> Brian Breyer	<input checked="" type="checkbox"/> Amber Hinkle (Chair)	<input checked="" type="checkbox"/> Susan Given (DRWV)
<input type="checkbox"/> Zane Hutchinson	<input checked="" type="checkbox"/> Christine Dickson	<input checked="" type="checkbox"/> Jon Sassi	<input type="checkbox"/> Steve Wiseman (DDC)
Ancillary Members Present:			
<input checked="" type="checkbox"/> Marilyn Nichols	<input checked="" type="checkbox"/> Chris Messenger	<input type="checkbox"/> Cleo "Renee" Chapman	
Others Representatives Present:			
<input checked="" type="checkbox"/> Sara Martin (PPL)	<input checked="" type="checkbox"/> Stacy Broce (BMS)	<input type="checkbox"/> Laura Barno (BCF)	<input checked="" type="checkbox"/> April Goebel (KEPRO)
<input checked="" type="checkbox"/> Randy Hill (TMHWV)	<input checked="" type="checkbox"/> Rose Lowther Berman (BMS)	<input type="checkbox"/> Jim Cooper (OHFLAC)	<input checked="" type="checkbox"/> Kara Young (KEPRO)
<input checked="" type="checkbox"/> Pat Nisbet (BMS)	<input checked="" type="checkbox"/> Beth Morrison (BBHFF)	<input checked="" type="checkbox"/> Vanessa VanGlider (Olmstead)	<input checked="" type="checkbox"/> Sissy Johnson (KEPRO)
<input checked="" type="checkbox"/> Tania Hardy (BMS)	<input checked="" type="checkbox"/> Stephen Brady (BBHFF)	<input type="checkbox"/> Emily Proctor (KEPRO)	<input checked="" type="checkbox"/> Jessica Johnston (KEPRO)
Public Present:			
<input checked="" type="checkbox"/> Linda Higgs (DDC rep for meetings)		<input checked="" type="checkbox"/> Lisa Purkey (PPL) – on the phone	

MINUTES

Agenda Item	Welcome	Presenter	-Amber Hinkle, Chairperson
	Approval of April 2018 Minutes		
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Call to Order: Amber Hinkle, Chairperson, called the meeting to order at 10:01am. • Introductions were made of all members. • Randy Hill gave a brief description of his new role with Take Me Home WV, stating that he will attend future QIA Council meetings to represent that program. • Jeannie Elkins moved to approve the minutes with Jason Jones seconding. Minutes were approved. 			
Action Items	Person Responsible	Deadline	
-None			

Agenda Item	General Updates, BMS	Presenter	-Tania Hardy, BMS -Dr. Rose Lowther-Berman, BMS
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Ms. Hardy presented the member deaths reported since April 2018. <ul style="list-style-type: none"> ○ Age 72 in a hospice house: degenerative disease of nervous system ○ Age 56 at home: Seizure D/O, MR ○ Age 32 at APH KY-OOS: Unknown ○ Age 64 in a hospital: Acute hypoxic respiratory failure, aspiration pneumonia, DS ○ Age 52 at WMS Maryland-OOS: Unknown 			

- Ms. Hardy also reported that she has accepted a position with another organization and that her last day at BMS will be July 30, 2018.
- Dr. Lowther-Berman presented an update on the HCBS transition plan for Non-Residential and Residential Settings. Dr. Berman provided a handout that details the settings, by type, and their current compliance status.
- Providers were notified via memo July 6, reminding them that all new facilities must be reviewed for compliance prior to delivering services.
- The third iteration of the HCBS Statewide Transition Plan is available for public comment through 5pm July 26, 2018. Three new non-residential facilities will receive an initial review in the near future. Two providers closed settings rather than take steps to bring them into compliance.
- Rose stated that reviews, which are being completed by KEPRO, are going well. In September, BMS will have completed the initial round of reviews for all providers. Once that occurs, BMS will complete initial reviews for new settings only.

Action Items	Person Responsible	Deadline
-Dr. Lowther-Berman will provide a link to the above-referenced handout, which Ms. Young will disseminate	-Dr. Rose Lowther-Berman -Kara Young	-August 1, 2018

Agenda Item	General Updates, KEPRO	Presenter	-April Goebel, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Ms. Goebel presented and summarized the Provider Review Summary. • Providers continue to do well and most do not have disallowances associated with reviews. • When there are disallowances, they are typically related to clinical items rather than qualified provider items. • Ms. Goebel also presented the IMS Report, which includes information on provider incident reporting. • The Discovery and Remediation Report was also presented. • Indicator G4 continues to show low compliance for incident resolution. This issue is being addressed via targeted training with providers who do not meet CMS' required 85% compliance threshold. • Rates of compliance for indicator G10 also remain under the required 85% and targeted training is ongoing. <ul style="list-style-type: none"> ○ Christine Dickson offered to provide a list of items that she includes in crisis-preparation kits that may be referenced in crisis plans. • CMS has requested evidence for the state's data. This report is required approximately three years into each waiver's approval and will include compliance data for all Quality Assurances as approved in the I/DD Waiver application. 			
Action Items	Person Responsible	Deadline	
-Send list of items used in crisis-preparation kits	-Christine Dixon	-August 1, 2018	

Agenda Item	General Updates, PPL	Presenter	-Chip Sovick, PPL -Sara Martin, PPL
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Chip Sovick was introduced as the new Account Manager for PPL's I/DD Waiver program. • Ms. Martin presented the PPL status report. <ul style="list-style-type: none"> ○ 1,506 members ○ 68 referrals from new slots ○ 30 enrolled ○ 9 dis-enrolled ○ 2 deaths 			
Action Items	Person Responsible	Deadline	
-None			

Agenda Item	Representative Payee Oversight	Presenter	-Susan Given, DRWV
Discussion and Conclusions:			
Disability Rights WV will begin reviewing Social Security accounts for individuals who have representative payees. The project is targeted to start August 1, 2018; however, issues with background checks for those who will conduct the reviews may cause a delay.			
Action Items	Person Responsible	Deadline	
-None			

Agenda Item	CMS Conflict of Interest and Medicaid HCBS Case Management	Presenter	-April Goebel, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> • CMS offered webinar for all home and community based services on July 11, 2018 on the Conflict-Free of Case Management requirement. • Ms. Goebel reviewed the PowerPoint that was originally presented by CMS. BMS will ensure that this document is also available on BMS' website. • BMS and KEPRO presented this requirement at the spring stakeholder forums conducted in March and April. Stakeholders expressed concern about how Freedom of Choice may be affected. • Ms. Nisbet reported that a stakeholder group has been identified that will meet monthly starting in August. This group will advise BMS on an implementation plan for this requirement. 			
Action Items	Person Responsible	Deadline	
-Add CMS Power Point to BMS' website	-Pat Nisbet	-August 1, 2018	

Agenda Item	New Incident Management System (IMS)	Presenter	-Kara Young, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Ms. Young provided a demo of the new IMS site. b • The system went live July 2, 2018 and all incidents that occur after that date are to be entered into the new system. Providers were instructed to complete follow-up for any incidents in the old system, which will be maintained for the next five years for reference purposes. • If an agency does not have any incidents for the month, they must submit a "No Incident Report" for that month. 			
Action Items	Person Responsible	Deadline	
-None			

Agenda Item	Public Comment	Presenter	Public
Discussion and Conclusions:			
<ul style="list-style-type: none"> • NO PUBLIC COMMENT 			
Action Items	Person Responsible	Deadline	
-None			

Agenda Item	IDD Waiver Waitlist Support Grant Policy	Presenter	-Steve Brady, BBHF
Discussion and Conclusions:			
<ul style="list-style-type: none"> • BBHF contacts everyone on the waitlist to see what information and services they need. Most individuals only need medical cards and to be linked with doctors. • The grant serves approximately 70 individuals per year. • Currently, 19 individuals are on a waitlist for access to the grant. 			

Action Items	Person Responsible	Deadline
-None		

Agenda Item	Spring 2018 Forum Data	Presenter	April Goebel, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> Ms. Goebel presented the 2020 Renewal Stakeholder Input report, which was also provided to Council members prior to the meeting. <ul style="list-style-type: none"> Four hundred-thirty people attended the 16 Forums held in Charleston, Huntington, Parkersburg, Martinsburg, Morgantown, Wheeling, Flatwoods, and Lewisburg. 			
Action Items	Person Responsible	Deadline	
-None			

Agenda Item	Electronic Visit Verification (EVV)	Presenter	-Stacy Broce, BMS
Discussion and Conclusions:			
<ul style="list-style-type: none"> Stacy presented an update on the EVV. <ul style="list-style-type: none"> States now have until January 1, 2020, in order to become compliant with this requirement. BMS has contracted with Berry Dunn for development and implementation. <p>BMS has chosen the Open Hybrid Model option. The provider will be chosen via RFP at a later time.</p>			
Action Items	Person Responsible	Deadline	
-None			

Agenda Item	Subcommittee Updates: Member Rights Training	Presenter	-April Goebel, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> April sent the PowerPoint to Mr. Jones for review. The Power Point will be updated to include the following changes: <ul style="list-style-type: none"> Slide 2, Bullet 2 – Change to say, “but have opted” Slide 3 – Move second “also” from first sentence Slide 4 – “For example, a person may choose...” Slide 5 – Remove “financial” from the last bullet Slide 6 – “Be notified of their Interdisciplinary Team (IDT) meetings.” Also add language about they have the ride to invite anyone they wish to the meeting. Slide 9, Bullet 2 – “With the quality of services...” Slide 11 – “Ongoing information participation...” Slide 11 – “Humane environment...” Slide 11 – Discussion about “Freedom from involuntary experimentation” will update in 2020. This training will be disseminated to providers once updated. 			
Action Items	Person Responsible	Deadline	
-Update Power Point	-April Goebel	-October 17, 2018	

Agenda Item	Subcommittee Updates: Identification of Health Risks	Presenter	-April Goebel, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> The group reviewed the new physical form that was updated based on Council feedback in April. With the updates, the form is 7/8 pages long, which likely will not be completed by a physician. 			

- The form will be revised so that it only includes necessary information; it was recommended that the other information could be included in the IPP at the 2020 renewal. Use of the form will not be required, but it will be made available to providers.
- Ms. Broce will also meet with Dr. Becker, who is with WV DHHR, to request additional guidance.

Action Items	Person Responsible	Deadline
-Revise form so it is not as lengthy and forward to BMS for approval	-April Goebel	October 17, 2018
-Meet with Dr. Becker for additional guidance on the form	-Stacy Broce	October 17, 2018

Agenda Item	Subcommittee Updates: Membership	Presenter	-Kara Young, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Jeanie Elkins' term expires 9/30/18. She is not eligible for another term in the current position until she sits out for one year, per the Council guidelines. However, she is eligible to serve in an ancillary position for one year if she chooses to do so. • Vacancies: <ul style="list-style-type: none"> ○ 1 Provider Representative ○ 2 Family Representatives ○ 1 General Stakeholder. • KEPRO will provide the application to providers at the next conference call and instruct them to take applications to members/families at home visits. 			
Action Items	Person Responsible	Deadline	
None.			

Agenda Item	Wrap-Up/Confirmation of Next Meeting		
Discussion and Conclusions:			
<ul style="list-style-type: none"> • Next QIA Meeting is scheduled for October 17, 2018 at BoSS. • Meeting adjourned at 3:13 pm by Amber Hinkle. 			
Minutes submitted by Jessica Johnston			