

DBHDS  
OFFICE OF DEVELOPMENTAL SERVICES  
COMMUNITY BULLETIN #4  
MAY 2010

Due to the large number of initiatives which have been before the ID service community this past year, ODS staff felt it would be beneficial to provide a formal update regarding the past year's accomplishments and the current status of the major projects still underway.

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Virginia's First Year of PCP

As the first year of implementing the new person-centered individual support planning process nears its close, we approach an important milestone for people with intellectual disabilities in Virginia and the support coordinators/case managers and providers who support them. By May 1, 2010, everyone receiving services under the ID Waiver will have experienced a new way of thinking about and planning for supports by using the new planning process developed by the PCP Leadership Team and fine-tuned with the help of field-testers across the state. There were more than 3,500 participants at the more than 90 training sessions on the new PC ISP.

As a result, each individual, with the help of his or her planning team, should be discovering their gifts and talents, working toward a desired "good life," looking regularly, in all aspects of living, at things that need to stay the same and things that need to change. By the end of this month, each person and team will have taken a fresh look at what's possible within the individual's community and can be accomplished within a Plan for Supports that addresses not only *what's important for* health and safety, but also *what's important to* the individual for joy and happiness.

There are no immediate plans for changes to the Individual Support Plan (ISP) format, but ODS continues to listen to what's working well, what can be improved and make new options and samples available as helpful tools. As support coordinators/case managers and providers in Virginia become skilled in the use of "Person Centered Thinking" tools, expect to see more of these tools in use helping people develop, implement and review their ISPs.

Person-Centered Thinking

Over 1600 support coordinators/case managers, ID Waiver providers and organizational leadership have been trained in Person-Centered Thinking in Virginia. ODS encourages providers and other professionals who have missed any of the opportunities over the past few years to take advantage of those scheduled between now and July and watch for additional sessions over the coming months. Sign up now before they're full. To register, go to <http://www.vcu.edu/partnership/PCT/>.

Targeted Case Management and the Person-Centered ISP

CMS expects all Medicaid Waiver and Targeted Case Management services be conducted according to a person-centered planning process. The planning process will likely be described in the next Medicaid manual as follows:

*The case manager must annually coordinate the completion of the Personal Profile, which is a person-centered assessment designed to help the team determine and respond to what works in the person’s life and thus needs to be maintained or improved and what does not work and thus needs to be stopped or changed. The Personal Profile may be initiated by the individual’s chosen planning partner and completed at the person-centered planning meeting, with the final version distributed to all team members following the meeting. The Personal Profile, along with other relevant social, psychological, psychiatric, medical, and level of care information serves as the basis for development of the Individual Support Plan and component-Plans for Supports. The Personal Profile summarizes the individual’s vision of a good life, their talents and contributions, and “what’s working/what’s not working” in the following life areas:*

Home	Learning and other pursuits
Community and interests	Money
Relationships	Transportation and travel
Work and alternates to work	Health and safety

*Additionally, the case manager annually updates, as needed, the Essential Information, which includes:*

Contact information	Legal, financial and advocacy issues
Emergency contacts/representation	Exceptional support needs
Psychological or developmental evaluation	Home
Current Level of Functioning Survey (for those on MR/ID or DS Waivers)	Community
Support Coordination and provider contacts	Relationships
Communication and sensory supports	Work and alternatives to work
Health, medications and physicals information and history	Learning
Social summary (of social/developmental/behavioral and family history/previous interventions and outcomes)	Financial
Employment summary (of employment and educational background)	Transportation

Exceptional support needs/risk assessment	Ability to access services & supports
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CSBs may opt to use a different format than recommended by DBHDS (for Waiver or TCM), but the **elements** required are still the same. The Profile tool or Social Assessment used by the CSB must include *what's important to and for* the individual and what's working or not working. If you do use Virginia's forms, only Parts I, II and V are needed for individuals receiving Targeted Case Management services only.

State Employment Leadership Network (SELN)

ODS continues to participate in the State Employment Leadership Network. The Virginia advisory group has met three times and is now working on a strategic plan utilizing subgroups to improve integrated employment outcomes in the state for persons with DD.

CMS Systems Transformation Grant

1) ID Waiver Electronic System for Waiting Lists, Enrollment, and Pre-Authorization (to be called the "Intellectual Disability Online System" or IDOLS)  
 ODS and a group of stakeholders have finished the business requirements for the system, which is currently in development, and the planned roll-out of the system is late summer, 2010. The project manager will be doing a presentation at the Data Management Committee IT Summit on April 30, 2010.

2) Statewide Critical Incident Management Record System (CIMRS)  
 This joint agency project of DMAS, ODS and DSS for one-stop incident reporting eliminates the need to report to/fax/call multiple agencies. This project is slated to be operational in late summer/early fall, 2010. This system will be connected to the same portal as the IDOLS system and use the same software.

SIS

We have completed the first year of the Adult SIS and almost 1/3 of the individuals on both the ID and DS Waivers have been assessed. Section 4 of the SIS has been reduced to 5 of the former 19 questions and revised for use beginning this month. The implementation of the Children's SIS will also begin this month. AAIDD has allowed us to use the field test version for standardization of children's assessment. We are part of the field test to help collect anonymous data for norm referencing study. Through our participation in the field test, we are able to help AAIDD complete the norm referencing study within the timeline for Virginia's three-year roll-out of the SIS. Any changes that result from the field test will be minor and will not require any re-test during the first three years. Essentially, this keeps Virginia on-target with the timeline that is now a part of the CMS approved ID Medicaid Waiver and included in the emergency regulations. Parents will be given consent forms to sign, if they wish the anonymous data for their child to be used in the validation of the form. The federal regulations that govern research require us to get permission for data from children with disabilities. The Department of Education disseminated an informational note on April 12<sup>th</sup> to the Special Education Directors explaining the Children's SIS and the need for teacher input.

### Clarification: Environmental Modifications

When completing the ID Waiver re-application process last year, DBHDS learned from the CMS guidance documents that CMS's policy regarding Environmental Modifications in group homes is more limited than Virginia's former interpretation. Therefore, the upcoming "MR/ID Community Services Manual," as well as the final regulations, will include the following language drawn from CMS policy. DBHDS prior authorization staff will follow this standard when reviewing requests for EM.

*"Environmental modifications may not be furnished to adapt living arrangements that are owned or leased by providers of waiver services."*

In addition, the following clarification (also from CMS policy) will be present in the Manual regarding vehicle-related EM.

*"The purchase or lease of a vehicle and regularly scheduled upkeep and maintenance of the modifications are excluded. Payments may not be made to adapt vehicles that are owned or leased by paid providers of waiver services."*