

# OFFICE OF DEVELOPMENTAL SERVICES

VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND  
DEVELOPMENTAL SERVICES

## QUARTERLY REPORT OF OFFICE ACTIVITIES

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JANUARY – MARCH 2013

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OFFICE OF DEVELOPMENTAL SERVICES

# Quarterly Report

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The Office of Developmental Services (ODS) in the Virginia Department of Behavioral Health and Developmental Services (DBHDS) is dedicated to joining in partnership with all available state and local resources toward the development of communities that support and affirm all persons with intellectual disability and their families as participating and contributing members. This report provides an overview of the activities and accomplishments of the ODS in the **third quarter of Fiscal Year 2013**.

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## HIGHLIGHTS OF THE QUARTER

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### CONTACT PERSON: LEE PRICE

The third quarter activities, as always, were initiated with the opening of the 2013 General Assembly session which was marked with more than the usual activity in developmental disabilities for a second year biennium session. The session resulted in the approval of an increase in the number of community ID Waiver slots by 200 and also fifty more slots for the DD Waiver. Other outcomes included the approval of an exceptional rate package of 25 % above the normal residential rate for certain individuals who meet criteria for significantly more supports than most individuals under the waiver and funding for crisis services for children with developmental disabilities.

DBHDS and DMAS both anticipate that the new ID Waiver planned for implementation in July, 2014 will be one that supports individuals with a developmental disability according to the level of need and not dependent on a diagnosis. In preparation for this upcoming renewal, DBHDS released an RFP for a consultant to help identify critical changes to the waiver, including an overall study of the reimbursement rate structure. The results of the RFP will be known in April when an award for the contract will be announced.

Work Teams related to the DOJ Settlement Agreement continued to meet in all areas with progress made in developing plans for the Quality Service Reviews (using the National Core Indicators as the leading instrument for review), the deployment of Regional Support Teams which began in February, the Housing initiative which delivered its plan before the March 6 deadline set by the Settlement Agreement, and others related to the Agreement. One component of the Housing plan is the development of a model project to offer rental assistance to 20 individuals in two geographic locations of the Commonwealth (Northern Va. and Hampton Roads) over a 3 year period. This project will, in part, determine how much on average, if any, are the savings in state general fund dollars generated from this model of support over the more congregate and institutional models in which the individuals were formerly involved.

A new team was developed as well to design a plan to communicate with families who have children in nursing homes and ICFs about the options for community services available to them through the Waiver. This team includes representatives from 4 of the major facilities serving this population.

The Individual and Family Support Program initiated services on March 22 with a mailing to all identified individuals on the ID Waiver and DD Waiver wait list. Within 3 weeks of its launch, the DBHDS had received over 1,000 applications. The average amount of requests is just over \$1,800. Most requested items are summer camp and respite, environmental modifications, behavioral consultation, and assistive technology. We are very pleased with this service as it represents for the first time since the Commonwealth began the waiting lists for the ID and DD Waivers that we have been able to provide to everyone on the wait list a statewide, centrally operated, option for some support while they wait. The funds are limited, however, and the total requests already exceed the available resources, but the option to apply each year when the funds are replenished makes it a valuable source of support for these families.

In other areas of activity, the statewide training center population was reduced by 34 individuals, with new homes in the community becoming the destination for almost all. To continue to accommodate the individuals who are leaving the training centers as well as individuals living in the community who receive new waiver slots, providers in Virginia continue to grow. To address many of the needs of these providers, DBHDS staff offer training and provider roundtables. During the quarter, the Community Resource Consultants provided the following training and activities:

<b>Event</b>	<b>Number Attending</b>
Documentation Training	250
Person Centered Training	337
Plan Facilitation	54
Provider Roundtable	421
Regional Support Team Meetings	93
Support Coordinator/Case Manager Mtgs.	67
Other Trainings	89
<b>Total Attendees</b>	<b>1,311</b>

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## **REGULATION AND POLICY**

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### **CONTACT PERSON: DAWN TRAVER**

#### **Dept. of Medical Assistance Services (DMAS) Related Activity**

- Participated in several meetings with DMAS staff regarding DS & ID Waiver individuals receiving Auxiliary Grants. Conducted research regarding these individuals' status and drafted communiqué.
- Participated in a meeting with DMAS and stakeholders regarding supported employment related budget amendment.

- Reviewed and provided input to DMAS regarding the Nursing Facility policy manual.
- Met with DMAS and Myers & Stauffer (auditing contractor; formerly Clifton-Gunderson) staff regarding audit error codes.
- Participated in DMAS-DBHDS meetings regarding implementation of an exceptional rate for Congregate Residential Support services. Drafted criteria and related ID Waiver Application Amendment.

#### **Centers for Medicare & Medicaid Services (CMS) Related Activity**

- Completed the Day Support Waiver renewal application.
- Prepared written response to CMS's request for more information regarding the ID Waiver Evidence Report (submitted in 2012).

#### **Settlement Activities**

- Participated in the development of a request for funding from the Virginia Board for People with Disabilities for a statewide peer advocacy network.
- Participated in the Settlement Agreement Stakeholder Workgroup meeting.
- Participated in the meetings (3) of the Children in Nursing Facilities workgroup (Project #1).
- Participated in Case Management Team meeting (Project #9)

#### **Money Follows the Person Activities (inclusive of Family Resource Consultant's (FRC's) activities)**

- Interviewed individual for "New Beginnings" video (ongoing)
- Conducted mentor training at CVTC (4 mentors trained) and NVTC (3 mentors trained)
- Created letter & brochure for Children in NFs & ICFs project
- Created mentor flyer to mail to families/guardians introducing program
- Mailed mentor flyer to NVTC & SWVTC families/guardians
- Attended family meeting at SVTC
- Met with CRCs regarding MFP
- Started participating in CIMs' monthly conference call
- Started mailing introduction letters to families/guardians based on community placement lists to introduce self as FRC
- Started conducting 6 month follow up calls to families/guardians of individuals who have transitioned to discuss individuals' transition & recruit for mentor program
- Created log for tracking 6-month follow-up comments
- Continuous recruitment for mentor program – recruited 6 new mentors
- Created community resource handout for CIMs
- Created mentor referral form, quarterly update form, quarterly reporting form
- Attended monthly DMAS MFP team meetings
- Attended mthly MFP conf calls for Transition Coordinators & Case Managers
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Family Mentor Statistics January – March 2013						
Family/ guardian referrals to FRC (in need of mentor or support)	Family/ guardian contacts by FRC (new and ongoing)	Number of mentors recruited	Number of mentors trained	New mentor- family/ guardian linkages/ connections	FRC- mentor contact	Family/ guardian agreements to consider Training Ctr. discharge (after work with FRC or mentor)
11	21	7	7	3	103	0

**Other Activities:**

- Participated in steering committee related to implementation of the Computerized Human Rights Information System (CHRIS).
- Participated in the DBHDS Legislative Management Team
- Requested annual OBRA updates from CSBs and distributed FY14 funding.
- Participated in the PBS Ethics Committee.
- Conducted Survey Monkey training for SVTC Social Workers regarding the provider search survey.
- Participated in Behavioral Supports Services Committee's initial meeting.
- Co-facilitated a public policy class at VCU. Presented regarding the Settlement Agreement.
- Met with DBHDS Case Management Coordinator.

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**PRE-AUTHORIZATION**

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**CONTACT PERSON: CYNTHIA SMITH**

**PRE-AUTHORIZATION**

Total * Processed	Approved	Denied	Appeals**		
6258			3		

\* \*Received and resolved

\*Difference between **approved** and **total processed**:

- Total processed: total ISARs approved, denied and reduced

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## DATA MANAGEMENT AND QUALITY ASSURANCE

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### CONTACT PERSON: DR. CHERI STIERER

- DELTA (the portal) now includes CHRIS (for reporting human rights related violations) with account set up information manual also posted in Resources on the DELTA web portal. The revised IDOLS manuals and YouTube instructions for navigating electronic Service Authorization submissions for the ID and DS Waivers also remain on the ODS web site.
- IDOLS Update – Providers continue to use the DELTA helpline (804-371-4695) and the IDOLS helpline (804-371-5208) for assistance. There are many enhancements waiting to be assigned to IT development. None were assigned by IT this quarter. An upgrade to the newest version of CRM will begin next quarter. This is the back end data collection for IDOLS. Work groups of providers and CSBs will be organized for testing.
- ODS continues to update reports and work on quality indicator data for the Centers for Medicare and Medicaid Services (CMS) ID/DS Waiver application quality assurances. The quarterly meeting with DMAS was held in February to review outcome measures and data collection processes.
- Wait List last date of contact, Living Situation, and Level of Functioning updates are updated annually by each CSB through IDOLS.
- One Adult Supports Intensity Scale™ Interviewer training was completed in Richmond. A total of 21 new Adult SIS Interviewers were trained. An intensive review was conducted at Highlands CSB with 5 interviewers trained.
- National Core Indicators: The Partnership for People with Disabilities continues with the individual satisfaction surveys on a random sample of 400 individual consumer satisfaction surveys for this year. The Children’s Family Survey had a return of about 28%. We anticipate incorporating the two Family and Family Guardian Surveys for adults from NCI in July of 2013. Use of the current ODS family survey was discontinued as of December 31<sup>st</sup>, 2012.

#### ODS Data

TYPE OF DATA As of 4/5/13	Count
Number on Urgent Waitlist (Including DS Waiver)	3699
Number on Non-Urgent Waitlist (including DS Waiver)	2670
Number of slots obligated from MFP 12	94
Number of Trust Fund Slots Obligated	53
Number of Day Support Waiver Slots Obligated	274

Number of ID Waiver Slots Obligated (as of 7/13)	9069
<b>Training Center CENSUS as of 4/4/13</b>	
Northern Virginia Training Center	139
Central Virginia Training Center	304
Southeastern Virginia Training Center	88
Southside Virginia Training Center	141
Southwestern Virginia Training Center	160
Training Center Total	832

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## TRAINING AND TECHNICAL ASSISTANCE

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### CONTACT PERSON: GAIL RHEINHEIMER/COMMUNITY RESOURCE CONSULTANTS (CRC)

#### Focus Area 1: Person-Centered Practices

Activity	Region	Description
Person-Centered ISP Trainings	1	<ul style="list-style-type: none"> <li>Reviewed with DMAS real example ISPs and agreed upon positives and problems, corrections needed and acceptable documentation (as reflected in Advanced ISP Training and sample materials).</li> <li>Met with Provider group in Harrisonburg to review the ISP and discuss a recent DMAS QMR visit.</li> </ul>
	2	<ul style="list-style-type: none"> <li>None this quarter</li> </ul>
	3	<ul style="list-style-type: none"> <li>8 documentation trainings for 181 staff</li> </ul>
	4	<ul style="list-style-type: none"> <li>Advanced ISP to 30 staff</li> </ul>
	5	<ul style="list-style-type: none"> <li>3 documentation trainings for 55 staff</li> <li>Advanced ISP and Documentation training for Eastern Shore CSB</li> </ul>
Person-Centered Thinking (PCT) Trainings	1	<ul style="list-style-type: none"> <li>Both CRCs became endorsed as Plan Facilitation trainers.</li> <li>Provided Plan Facilitation trainings at CVTC and Crossroads CSB.</li> <li>Provided PCT 2-day training at Danville-Pittsylvania CSB.</li> </ul>
	2	<ul style="list-style-type: none"> <li>Worked with PCT mentor for trainer candidacy</li> <li>Provided 2 PCT trainings to 67 participants</li> <li>Provided Plan Facilitation trainings at CVTC (January 15/16), Crossroads CSB (Feb 20/21), and Five Star Living (March 20/210)</li> <li>Provided PCT 2 day training at Hampton-Newport News CSB</li> </ul>

		<p>(February 4/5) and Holiday House of Portsmouth (March 5/6)</p> <ul style="list-style-type: none"> <li>• Provided 1 day PCT training for Middle Peninsula-Northern Neck CSB Leadership Team</li> <li>• Mentored 2 PCT Trainers and 2 Plan Facilitation Trainers</li> </ul>
	3	•
	4	<ul style="list-style-type: none"> <li>• Conducted PCT 2-Day training for 67 staff in Region IV and Region II.</li> <li>• In the last stage of becoming PCT Trainer.</li> <li>• Presented PCT in Region V with fellow CRC to 45 staff</li> <li>• Presented PCT in Region 1 to 45 staff</li> </ul>
	5	•
PCT Trainer & Coaches Support	1	<ul style="list-style-type: none"> <li>• Participated in PCT planning meeting/ revised PCT materials for VA</li> <li>• Drafted coaches' slides for new curriculum.</li> <li>• Developed slides for pilot PCT Support Day for Danville providers in April.</li> </ul>
	2	<ul style="list-style-type: none"> <li>• Participated in PCT planning meeting/ revised PCT materials for VA</li> <li>• Drafted coaches' slides for new curriculum.</li> <li>• Drafted revised Plan Facilitation training plus support materials</li> </ul>
	3	•
	4	<ul style="list-style-type: none"> <li>• Participated in meeting with Leaders at MPNN CSB</li> <li>• Hampton Coaches and Leaders facilitation</li> <li>• Participated with development of new coaches curriculum</li> </ul>
	5	<ul style="list-style-type: none"> <li>• Participated in one PCT training and one Coaches meeting in Hampton</li> </ul>
Other activities that promote Person-Centered Practices	1	<ul style="list-style-type: none"> <li>• Participated in Friends PCT planning group</li> <li>• Served on the VA Gathering (for PCT trainers) planning committee</li> <li>• Began preparing presentation for VA Gathering on PCT in Supervision and Management</li> <li>• Prepared training for CVTC on Person-centered outcomes following a request and conference call. Will be delivered in April to clinical staff and planning teams across 4 sessions.</li> </ul>
	2	<ul style="list-style-type: none"> <li>• Facilitated a Coaches and a Leadership meeting at Hampton-Newport News CSB</li> <li>• Participated in Friends PCT planning group</li> <li>• Served on VA Gathering (for PCT trainers) planning committee</li> <li>• Facilitated Regional Coaches meeting (February 27)</li> </ul>
	3	•
	4	<ul style="list-style-type: none"> <li>• Participated in Friends group</li> <li>• Involved in planning for the VA Gathering regarding Learning Marketplace and World Café</li> <li>• Participated/presented at Coaches gathering at SEVTC</li> </ul>
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**Focus Area 2: Community ID Services**

<b>Activity</b>	<b>Region</b>	<b>Description</b>
ID Services Trainings	1	<ul style="list-style-type: none"> <li>•</li> </ul>
	2	<ul style="list-style-type: none"> <li>• Provided TA/Training to Brambles regarding outcomes and person-centered reviews</li> <li>• Provided TA to Fairfax CSB on documentation, Enhanced Case Management and QMR follow up</li> </ul>
	3	<ul style="list-style-type: none"> <li>• ID Waiver Skilled Nursing, Personal Assistance and Respite Training developed and conducted for DMAS QMR staff</li> <li>• ID Waiver Provider Training Modules – under final review</li> <li>• Continued to pursue eligibility criteria for receipt of Transition Service</li> <li>• AT/EM guidance materials developed for CSB/distributed to DMAS/CSBs</li> <li>• Provided Enhanced Case Management (ECM) follow-up training with Mt. Rogers Support Coordinators</li> <li>• Conducted ECM follow-up training for Highlands CSB SCs</li> <li>• Conducted training on Training Center discharges, and use of Survey Monkey for 16 Lutheran Family private providers</li> </ul>
	4	<ul style="list-style-type: none"> <li>• TA and training provided to Supported Employment provider</li> <li>• TA regarding ECM to multiple CSB/BHA's - provided FAQ link and guidance</li> </ul>
	5	<ul style="list-style-type: none"> <li>• Conducted LOF training for Hampton CSB</li> <li>• Assisted in the development of FAQ for ECM</li> <li>• Followed up TA to Hampton, Norfolk, WTW CSBs and Colonial on ECM questions.</li> <li>• Help create SIS training for providers</li> </ul>
Development of guidance materials	1	<ul style="list-style-type: none"> <li>• Finalized drafts of provider training modules 1, 2, 3, 4, 14, 15 for CRC review</li> <li>• Participated on group to develop CM Accountability Module 7. Provided Paul's story, slides and materials (including draft test questions, waivers and Medicaid funding comparison chart, description of DBHDS offices and staff).</li> </ul>
	2	<ul style="list-style-type: none"> <li>•</li> </ul>
	3	<ul style="list-style-type: none"> <li>•</li> </ul>
	4	<ul style="list-style-type: none"> <li>•</li> </ul>
	5	<ul style="list-style-type: none"> <li>• Help create SIS training for providers</li> </ul>
Provider and Crisis Response, Planning team support, Home Visits and TA	1	<ul style="list-style-type: none"> <li>•</li> </ul>
	2	<ul style="list-style-type: none"> <li>• Provided IDOLS and Waiver Overview training to Regions 1 and 2 START staff (January 22)</li> </ul>
	3	<ul style="list-style-type: none"> <li>• Attended meeting and provided technical assistance to Mt. Rogers in-home provider</li> </ul>

		<ul style="list-style-type: none"> <li>• Visited home(s) in Piedmont/Danville area as part of technical assistance</li> <li>• Attended and presented during Mt. Rogers Support Coordinator meeting</li> <li>• Assisted with ongoing support to family with accessing community services. Collaborative meetings with Central Office, CSB, provider and family.</li> </ul>
	4	<ul style="list-style-type: none"> <li>• Provided TA to 3 providers referred by the Office of Licensing.</li> <li>• Worked with and attended meeting in support of individual and legal guardian through the process of a request to a transfer individual to another provider.</li> <li>• Worked closely with and attended meetings with CSB, Office of Licensing and Office of Human Rights regarding individual and repeated safety concerns</li> </ul>
	5	<ul style="list-style-type: none"> <li>• Provide TA for four private providers</li> <li>• Attended 2 meeting for individual regarding services and how to serve her best.</li> </ul>
Other activities	1	•
	2	•
	3	•
	4	<ul style="list-style-type: none"> <li>• Met with multiple providers regarding adding services and supports under their current agreement as well as documentation requirements</li> </ul>
	5	<ul style="list-style-type: none"> <li>• Observed two LOF's for Hampton-Newport News CSB as part of QMR audit follow up.</li> </ul>

**Focus Area 3: Quality Improvement**

Activity	Region	Description
Regional Support Teams		<ul style="list-style-type: none"> <li>• Regional Support Teams developed and trained</li> <li>• Communication from Deputy Commissioner, SC training and referral materials re: Regional Support Teams sent to CSBs</li> </ul>
	1	<ul style="list-style-type: none"> <li>• Assisted with the development of Regional Support Team materials and process.</li> <li>• Held first RST face to face meeting and two conference calls.</li> </ul>
	2	<ul style="list-style-type: none"> <li>• 2 Regional Support Team meetings</li> </ul>
	3	<ul style="list-style-type: none"> <li>• 2 Regional Support Team meetings</li> </ul>
	4	<ul style="list-style-type: none"> <li>• 3 Regional Support Team meetings.</li> </ul>
	5	<ul style="list-style-type: none"> <li>• 2 Regional Support Team Meetings</li> <li>• Assisted in the development of RST's agenda and minutes format</li> </ul>
Money Follow the Person, Post-Move	1	<ul style="list-style-type: none"> <li>• Planning meeting held with Community Integration Managers team</li> </ul>
	2	<ul style="list-style-type: none"> <li>• Participated in weekly Community Integration Team meetings in person</li> </ul>

Monitoring (PMM) and other Training Center, Nursing Facility and ICF Discharge Activities		<ul style="list-style-type: none"> <li>or by phone at NVTC</li> <li>Completed 2 PMM visits and report</li> </ul>
	3	<ul style="list-style-type: none"> <li>Completed 4 PMM visits and reports</li> <li>Attended numerous meetings and worked with SCs on 2 challenging discharge cases from the TC</li> <li>Met with IDD's re: CSBs' community capacity building for individuals at SWVTC.</li> </ul>
	4	<ul style="list-style-type: none"> <li>Conducted 2 PMM visits and reports, w/ multiple follow-ups for 1 individual.</li> <li>Conducted 4 PMM visits and completed reports while also following up on issues raised</li> <li>Communicated with SVTC, CSB, and resources (Trust, equipment, slot) to ensure individuals' needs were met and discharges were not held up</li> <li>Follow up with CSB regarding individual who was residing in NF following issue with provider</li> <li>Multiple conversations regarding day support needs for an individual discharged from SVTC</li> <li>Exploration of out-of-state options for an individual utilizing MFP and ID Waiver</li> <li>Met with and communicated on multiple occasions with OLS and OHR regarding an individual who recently D/C from TC.</li> <li>Attended meeting with CIM, Licensing and CM to troubleshoot regarding supports needed for individual who may be in need of innovative supports for individual moving into the community.</li> <li>Attended PST for individual who is preparing for moving into the community and may be in need of innovative supports.</li> </ul>
	5	<ul style="list-style-type: none"> <li>Completed 6 PMM visits and reports</li> <li>Several calls with SC regarding MFP funding.</li> </ul>
Waiver Quality Review Team/CMS Assurances	1	<ul style="list-style-type: none"> <li>Provided specific guidance to 1 provider following meeting related to DMAS QMR review.</li> </ul>
	2	<ul style="list-style-type: none"> <li>Provided TA to Prince William County CSB as a follow-up to a QMR audit</li> </ul>
	3	<ul style="list-style-type: none"> <li>Met with DMAS QMR staff for PC ISP clarifications</li> </ul>
	4	<ul style="list-style-type: none"> <li>Provided Corrective Action Plan (CAP) follow-up and assistance to provider.</li> <li>Multiple conversations regarding follow up with CSB concerning QMR CAP</li> </ul>
	5	<ul style="list-style-type: none"> <li>Provided specific guidance to 1 CSB several times following QMR audit.</li> </ul>
Regional Support Coordinator meetings	All	<p>Agenda Items:</p> <ul style="list-style-type: none"> <li>Independent Reviewer reviews</li> <li>Training Center Update</li> <li>ODS Communications from H. Dix (exchanging information) and Commissioner's letter to families</li> </ul>

		<ul style="list-style-type: none"> <li>• OL Provider Listings</li> <li>• CM guidelines under the Settlement Agreement</li> <li>• ECM requirements</li> <li>• Provider Data and Survey Monkey</li> <li>• SIS and scoring health and safety</li> <li>• CRCs needing Supports Intensity Scale Inter-rater Review information</li> <li>• IDOLS</li> <li>• START</li> </ul>
	1	<p>February 7th in Lexington</p> <ul style="list-style-type: none"> <li>• CVTC update by Beverly Littlejohn (Community Integration Manager)</li> <li>• Guest: Gail Paysour (START)</li> </ul>
	2	<ul style="list-style-type: none"> <li>• January 10 in Arlington</li> </ul>
	3	<ul style="list-style-type: none"> <li>• Conducted 2 SC meetings – 1/3/13; 3/7/13</li> </ul>
	4	<ul style="list-style-type: none"> <li>• Attended 3 ID Directors meetings.</li> <li>• Attended meeting to assist ID Directors, along with Ruth Anne Bates, with the development of Region IV crisis plan to present to Hospitals.</li> </ul>
	5	<ul style="list-style-type: none"> <li>• January 22, 2013</li> </ul>
Provider Roundtables	All	<p>Agenda Items:</p> <ul style="list-style-type: none"> <li>• ODS and PCT trainings,</li> <li>• CM responsibility under the Settlement Agreement</li> <li>• Regional Support Teams</li> <li>• Commissioner's letter to families</li> <li>• Provider selection process</li> <li>• QMR expectations for schedule</li> <li>• Medicaid memo regarding service authorization dates</li> <li>• START</li> </ul>
	1	<p>February 7<sup>th</sup> in Lexington –</p> <ul style="list-style-type: none"> <li>• Guest: Gail Paysour (START)</li> </ul>
	2	<ul style="list-style-type: none"> <li>• January 10 in Arlington</li> </ul>
	3	<ul style="list-style-type: none"> <li>• Conducted 2 meetings: 1/17/13 &amp; 3/22/13</li> </ul>
	4	<ul style="list-style-type: none"> <li>• Attended Children NFs/ICFs meeting.</li> <li>• Attended Provider Forum conducted by Beverly Rollins.</li> <li>• Facilitated 1 Provider Roundtable (Deb Smith and Angela Harvell – CIMs)</li> </ul>

		attended as guest speakers).
	5	<ul style="list-style-type: none"> <li>January 25, 2013</li> </ul>
Participation on Settlement Agreement Project Teams, other Leadership & Committee Roles	1	<ul style="list-style-type: none"> <li>Participated in one meeting related to ensuring community choice to children in facilities (Project Team 1)</li> </ul>
	2	<ul style="list-style-type: none"> <li>Worked with CSBs to compile documentation and contact information for random sample of individuals for Independent Reviewer</li> </ul>
	3	<ul style="list-style-type: none"> <li>Worked with CSBs to compile documentation and contact information for random sample of individuals for Independent Reviewer</li> </ul>
	4	<ul style="list-style-type: none"> <li>Attended 3 Crisis Planning Meetings with local hospital representatives in support of Region IV ID Director's initiative.</li> <li>Participated in 1 Admissions Committee meeting</li> <li>Participated in error code meeting with DMAS and contractors</li> <li>Co-facilitated PBS Committee Meeting</li> <li>Participated in Project 14 with Licensing</li> </ul>
	5	<ul style="list-style-type: none"> <li>Participated on Project Team 1</li> <li>Participated on Project Team 11</li> </ul>
Participation in other meetings and training	1	<ul style="list-style-type: none"> <li>Planning meeting with DMAS MFP staff</li> </ul>
	2	<ul style="list-style-type: none"> <li>Participated in 2 NVTC Regional Exceptional Rates meetings</li> <li>Developed and co-facilitated the Behavior Support Services committee</li> <li>Attended Developmental Services Council meeting</li> <li>Participated in conference calls with Fairfax CSB consultant about developing a new waiver</li> </ul>
	3	<ul style="list-style-type: none"> <li>Participated in 3 Admissions Committee meetings</li> <li>Attended Regional START quarterly meeting</li> </ul>
	4	<ul style="list-style-type: none"> <li>Co-facilitated the Behavior Support Services committee meeting</li> <li>Attended 2 Developmental Services Council Meeting</li> </ul>
	5	<ul style="list-style-type: none"> <li>Attended Regional START Meeting</li> <li>Attended IDD Director Meeting</li> </ul>

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## EMPLOYMENT FOR PERSONS WITH DEVELOPMENTAL DISABILITIES

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### CONTACT PERSON: ADAM SASS

#### Employment First Policy

- Conducted three Interagency Employment Workgroup subgroup meetings to develop common statement, common talking points, and test questions to be used by all participating

agencies DBHDS, Department for Aging and Rehabilitative Services (DARS), VA Dept. of Education, Division of the Deaf and Hard of Hearing, DMAS, and Dept. for the Blind and Vision Impaired.

- Conducted meeting of full Interagency Employment Workgroup to discuss and approve work of the subgroups.
- Participated in Executive Order (EO) 55 workgroup to develop a written plan to address increasing the opportunity of integrated employment for people with disabilities as directed by EO 55, the Governor’s response to the National Governors’ Association initiative on employment for people with disabilities.
- Continued to work with the Community Integration Implementation Team for employment.
- Worked with DARS to provide financial support to Work Incentive education.

**Settlement Activities**

- Presented revised DBHDS Employment First Implementation Plan to the Independent Reviewer
- Completed baseline analysis of individuals receiving employment services through waiver
- Met with Supported Employment Leadership Network (SELN) Advisory Group to set targets for the next year.

Targets to meaningfully increase:	Target
a. The number of individuals who enroll in supported employment each year	162 new individuals into individual supported employment
b. The number of individuals who remain employed in integrated work settings at least 12 months after the start of supported employment	85%

**Other Activities**

- Presented Employment First Initiative at
  - the “Beyond Barriers Workshop” to employers in Martinsville
  - the 12<sup>th</sup> Annual Autism Conference in Richmond
  - Mt. Rogers CSB
  - Stand UP, an active Waiver supported employment provider in the southeast
  - Employment Development Initiative/Program Navigator Executive Committee (a partnership of the Virginia Employment Commission, WIB and DARS).
- Assisted in planning and organization of the Rehabilitation Research and Training Center/DARS workshops on Transition Planning for Students with Autism to be delivered over the next 4 months.
- Conducted Supported Employment Program development meeting with Alleghany Highlands CSB and their community partners.

- Met with Piedmont CSB and local workshops (PARC, MARC, Goodwill) to plan for increasing integrated community based employment options for people currently receiving pre-employment services.
- Continued to participate in Virginia Collaboration for College group, ensuring that employment skills are stressed.
- Represented Virginia in the national SELN writing of a “Best Practice Guide for Vocational Rehabilitation and DD Agency Collaboration.”

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## **AUTISM SPECTRUM DISORDER ISSUES**

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### **CONTACT PERSON: CINDY GWINN**

- Hired staff for Individual and Family Services Program (IFSP).
- Conducted IFSP publicity.
- Mailed IFSP applications to all individuals on the ID and DD Waitlists.
- Began receiving and reviewing IFSP applications March 25<sup>th</sup>.
  - Received 324 applications during the first full week of receiving IFSP applications.
  - Common requests are for AT, EM, respite.
- Began planning stage for the next “Building Bridges Conference for Cultural, Ethic, and Linguistic Diversity in the Developmental Disability Community.”

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## **SYSTEMATIC, THERAPEUTIC, ASSESSMENT, RESPITE & TREATMENT (START)**

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### **CONTACT PERSON: BOB VILLA**

#### **Meetings**

- Informed Independent Reviewer of progress toward full START implementation
- Held quarterly meeting in Richmond with START Directors
- Co-led monthly conference calls with each regional programs
- Monthly conference call with the START Directors
- Met with Project Managers from Regions I and II
- Met with DD Case Managers in Region IV
- Met with Office of Mental Health Services/Crisis Intervention Community Support Specialist
  - Planning for work with Emergency Services teams statewide

- Region IV meeting with emergency services supervisors
- Attended Advisory Council meetings in Regions I, II, IV and V
  - Used meetings to update Advisory Council members on START's progress within the region, and throughout the state

### **Projects**

- Project 8 Team: Prepared reports and gave update on START to team
- Settlement Agreement Project 4: Completed weekly updates
- Participated in meetings to plan for FY 2014 START budget and proposed crisis services for children with ID
- Reviewed house plans, visited sites, gave recommendations for Therapeutic Respite Homes in Regions IV and V
- Updated all START information and literature for inclusion on website, including flyer, brochure and PowerPoint Presentation
- Participated in the planning committee for the START Annual Conference

### **Trainings**

- Participated in START trainings with Dr. Joni Beasley in all 5 Regions
- Training Region I, II START staff on Medicaid billing

### **Presentations**

- Presentation at VACSB DS Council meeting
- Monthly updates at VALIDD meetings
- Presentation at quarterly meeting of Virginia Autism Council

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## **COMMONWEALTH AUTISM SERVICES**

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**CONTACT PERSON: JOHN TOSCANO, PRESIDENT AND CEO**

### **New Activities in CAS Programs/Initiatives**

#### **On-going Services:**

#### ***Partnership for Capacity Development with Public & Private Schools©***

- CAS continues to serve numerous school divisions through its partnerships, embedding more than 15 behavior analysts statewide.
- One new private school partnership (Minnick Education Center of Lutheran Family Services, Roanoke) began 1/14/13.
- CAS is expanding its partnership with United Methodist Family Services via their newest school location in Edinburg (Shenandoah County) for summer 2013 by embedding a behavior analyst for their autism classrooms.
- The Competent Learner Model (CLM) © curriculum has expanded and is now under way in three CAS partnerships (Shenandoah Valley Regional Program and Northern Regional Educational Program, and Peninsula School for Autism) with four additional sites planned in the near future.

***Public Safety Training***

- CAT-1 training continues to be offered in several sites for public safety officials thru our partnership with the Department of Criminal Justice Services (DCJS). Under contract with DCJS, the “Train the Trainer” protocol was completed and has been piloted.

***Autism Action Groups/Lifespan Connections Initiative (LCI)©***

- The transition of CAS Autism Action Groups to an affiliate model has been completed.

***Community Outreach***

- CAS staff have attended numerous community autism events across the state. The CAS 11<sup>th</sup> Annual Conference was held on 3/12 & 3/13 with 330 people in attendance.

***Training and Consultation Service***

- CAS is currently providing clinical training/consultation and strategic planning services to organizations across the state.

***New initiatives:***

- CAS Clinical Coordinator, Kate Masincup, was elected President of the Virginia Association of Behavior Analysts (VABA). CAS will be working closely with VABA to assist that organization in meeting its mission.