



An Overview of the KDADS DRAFT Crisis and Exception Policy

Presented by: KDADS Staff
Community Services & Programs Commission

July 2015

Summary of the Policy

- ▶ The policy is designed to provide clarification of the established criteria for the crisis exception process for consumers currently on the wait list for the IDD Program. It established processes and procedures for submitting, managing and determining the crisis and exceptions.

Reason for the Policy

- ▶ The reason for the policy is to establish the process and procedures for submitting, managing, reviewing and determining crisis and exception requests and establishing the process for the Program Manager to implement and follow the crisis and exception policy/procedures for the IDD Program.

Overview of Policy Language

- ▶ KDADS and CDDOs will follow the crisis and exception language outlined in the policy.
- ▶ A request for crisis or exception to bypass the waiting list must be made through the CDDO.
- ▶ Requests may come to the CDDO by APS, CPS or the person on the waiting list who believes he/she is in crisis. The CDDO will upload the request documents into the person's KDADS system of record (KAMIS).

Overview of Policy Language (cont.)

- ▶ Requests can be made for those persons who have met the following criteria;
 - Level of Care Eligibility
 - Persons who have met the HCBS eligibility threshold (converted score of 35)
 - Children under the age of 11 who also score at least a 20 on the Children's Assessment

Overview of Policy Language (cont.)

▶ Crisis or Imminent Risk of Crisis or Exception Criteria

- Persons who are in crisis or at imminent risk of crisis and whose needs can only be met through immediate access to services available through the HCBS-IDD Program are those persons who;
 - Require protection from confirmed abuse, neglect, or exploitation or written documentation of pending action for same; or
 - Are at significant, imminent risk of harm to self or others in their current situation.

Overview of Policy Language (cont.)

- ▶ Exception criteria;
 - Persons in custody of the Department of Children and Families
 - Persons who have been determined to be at imminent risk of coming into custody of the Department of Children and Families
 - Persons transitioning from State custody
 - Institutional Diversions

Procedure for Crisis and Exception Requests

- ▶ The consumer/consumer's representative requests a crisis or exception to the CDDO or the MCO.
 - CDDO ensures LOC assessment has been completed within the timeline
 - CDDO or MCO will complete the KDADS IDD Evaluation of Crisis Needs Assessment

Procedure for Crisis and Exception Requests (cont.)

- ▶ CDDOs are responsible for acquiring the supporting documentation to support the crisis request
 - Danger to Self or Others
 - APS/CPS Abuse/Neglect/Exploitation

Procedure for Crisis and Exception Requests (cont.)

- ▶ The CDDO will submit the KDADS Notification Form and all documentation they reviewed when submitting a recommendation for a crisis determination.
 - Submitted documentation includes, but is not limited to, the following;
 - The I/DD Notification form and IDD Evaluation of Crisis Needs Assessment (PUNS)
 - Crisis Request or Exception Form submitted by the consumer/parent/guardian
 - Person Centered Supported Plan
 - Behavior Assessment, Support Plan, Behavior Management Plan

Documentation for the CDDO to Submit (cont.)

- DCF documentation if the request is for ANE
- CDDO Crisis Review documentation from the CDDO crisis review committee including the recommendation of approval from KDADS.
- Documentation of community resources that have been exhausted prior to submission of crisis to KDADS.
- Consumer/Consumer representative's signature of consent for crisis request
- Consumer/Consumer representative's signature indicating a release for the CDDO to acquire and upload all supporting documentation into KDADS
- Once documentation is loaded, the CDDO sends an email to the HCBS mailbox

Procedure for Crisis and Exception Requests (cont.)

- ▶ KDADS reviews the information and approves or denies the request
 - Crisis or Exception Request Review
 - Crisis request and supporting documentation will be reviewed within 3 business days
 - Notification of final determination by the State will be made within 10 business days
 - A crisis request will not be considered until all required supporting documentation has been uploaded in the KDADS system of record.
- ▶ Crisis or exception determinations (approval or denial documentation)
- ▶ KDADS shall perform a post review or other review of an individual determined to be in crisis gains access to HCBS IDD program services.