



# NOTES

April 19, 2018

9:30 am – 12:00 pm  
 New England Building  
 Center  
 NE Basement  
 503 Kansas Ave.  
 Topeka, KS 66603  
 Phone: (785) 296-0935

## KDADS/CDDO/Stakeholders Meeting

**Facilitator:** Paula Morgan      **Meeting Type:** In-person with conference call capability

**Meeting Location:** Basement Meeting Room      **NEXT MEETING:** August 16, 2018

**Please email:** [Paula.Morgan@ks.gov](mailto:Paula.Morgan@ks.gov); [Cindy.Wichman@ks.gov](mailto:Cindy.Wichman@ks.gov)

### Agenda Items

Topic	Overview
Action Log	<ul style="list-style-type: none"> <li>• EVV system Updates: Will Day and Residential be included in the EVV system?  <b>KDADS Response:</b> We have consulted CMS and are waiting for feedback. It is anticipated that the RFP will be posted on the website soon, with an intention to have it posted within the next couple of weeks.</li> <li>• Conflict of Interest Policy: update requested for action log item.  <b>KDADS response:</b> No current updates available.</li> <li>• A.I.R. &amp; APS Connect: update requested  <b>KDADS response:</b> It is still in process.</li> <li>• Shared Living Manual, Shared Living Workgroup, Shared Moratorium: update requested  <b>KDADS response:</b> This will be a standing agenda item. There is no news. Moratorium is still in place.</li> <li>• Compliance Issue with Psychotropic Meds:  <b>KDADS Response:</b> Conference call on compliance issue of psychotropic meds between KDADS Russell Bowles, Quality, Shelly May as CDDOs representative. This conference call is still to be scheduled.</li> </ul>
Waitlist Offers	<ul style="list-style-type: none"> <li>• Update statistics from February 2018 WL offers:  <b>KDADS:</b> 150 waitlist offers went out. 111 acceptances, 39 non-responses/declines. 3 acceptances are pending actual receipt of form. 3 people were ineligible: 1 tier 0, 1 program ineligible, on KDHE ineligible. Range of waitlist offers: 7/1/2010-12/9/2010.</li> </ul>

<p><b>Exception Request – CIC Cases</b></p>	<p><b>Question:</b> Home county CDDO vs. placement CDDO: who should do the request for waiver exception? Need clarification on who should be following the crisis exception?</p> <p><b>KDADS Response:</b> Policy language, E2016-119 indicates that the residential CDDO submits the request. Residential CDDO is responsible for the quality assurance of services provided to the child in custody by the affiliated provider. KDADS will look at policy and process for CDDOs’ concerns about communication between CDDOs, and communication issues when a child is moved to another area.</p>	
<p><b>Wait List Notification and Timelines</b></p>	<p><b>Question:</b> KDADS notification to waitlist offer recipients in 2015, expectations of what a person/responsible party should do and expect; additional questions about ISP development timeframe and service start.</p> <p><b>KDADS Response:</b> KDADS will review the 2015 document internally and discuss a streamlined process to take a person from waitlist offer to services.</p>	
<p><b>Fire Marshal Inspection of Private Home</b></p>	<p><b>Standing Agenda Item:</b> Shelly May, JCDS, shared that JCDS had met with the Attorney General, Tim Owens (former legislator), and Tim Wood of Interhab to discuss Fire Marshal regulations in regards to IDD service provision in private homes. The Attorney General indicated that he would look at the different regulations that were cited.</p> <p><b>KDADS Response:</b> Cindy Wichman requested that Shelly May send her the specific regulatory areas of concern.</p> <p>.</p>	
<p><b>Licensing Process</b></p>	<p><b>Question:</b> Has there been a change in licensing process?</p> <p><b>KDADS response:</b> Any provider concerns in reference to licensing and findings can be submitted directly to Janelle Carter, Licensing and Credentialing. All guidance information concerning situations are sent internally to all QMS so that everyone has the same information at the same time, for consistency. If QMS are asked about specifics, they refer the provider back to the regulations.</p> <p><b>Psychotropic Medications:</b> K.A.R. 30-63-23-references medications used to treat mental illness and restrictive interventions, and indicates behaviors documented as to frequency and objective severity of occurrence. Review by behavior management committee established by the provider that is made up of a selected number of persons served, guardians of people served and periodically reviewed usage of medications and other restrictive interventions information read. QMS are looking for those K.A.R. 30-63-23 elements in the main file, as well as consents for those elements.</p> <p>Janelle Carter agreed to participate in a meeting organized by the CDDOs about licensing concerns.</p>	
<p><b>HCBS Quality Review Policy Required Document List</b></p>	<p><b>Question:</b> Policy did not go through public comment; required document list is not correct (referrals via 3160, authorization of release of information).</p> <p><b>KDADS Response:</b> Survey, Certification and Credentialing (SCC) policy referenced is <b>M-2017-007</b> as <b>HCBS Quality Review Policy</b>. SCC is a different commission than the Community Services and Programs (CSP) commission.</p>	

	<p>The release of information that we're looking for coincides with the BASIS, so when you are completing the assessment with the individual you have to get a release of information in order to communicate with the person, and to get their approval to put their information on our system, for HIPAA compliance. The person agrees, via the release of information, that you can give their information to KDADS. KDADS Legal will be consulted for the requirement for the release of information.</p>	
<p><b>CDDO Capacity Report and System Capacity</b></p>	<p><b>KDADS Response:</b> The template was put out to the CDDOs for comment, and the comments have been processed to be sent back out. The new capacity report tool is meant to build upon the information received from year to year. The intent is to create a workgroup. The report will be out to all the CDDOs by the 30<sup>th</sup>, and the report is due back to the State by the CDDOs on June 20<sup>th</sup>.</p>	
<p><b>Background Checks</b></p>	<p>Standing Agenda Item</p> <p><b>KDADS Response:</b> no recent phone calls on this topic.</p>	