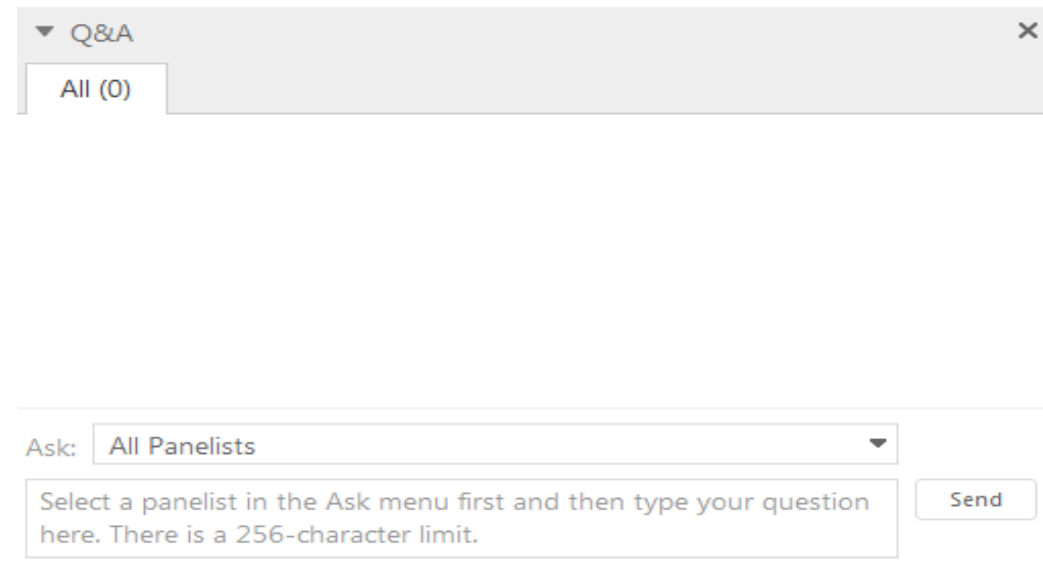




Support Planning Professional Learning Community (SPP LC)

August 29, 2018

To ask a question during the presentation use the Q&A Panel in WebEx



The screenshot shows a window titled "Q&A" with a close button (X) in the top right corner. Below the title bar, there is a tab labeled "All (0)". The main area of the window is empty. At the bottom, there is a section labeled "Ask:" with a dropdown menu currently set to "All Panelists". Below the dropdown is a text input field containing the instruction: "Select a panelist in the Ask menu first and then type your question here. There is a 256-character limit." To the right of the text input field is a "Send" button.

Select “All Panelists”, type your question, and click Send.

Announcements

Lead Agency Oversight of Approval-Option Vendors of Person-Centered Plan Facilitation Under Family Training

Communities of Practice: Where are we today?

Announcements

[2018 Minnesota Gathering for Person-Centered Practices](#)

[2018 St. Louis County Health & Human Services Conference](#)

[Lead Agency and Service Provider Employment Workshops](#)



**DEPARTMENT OF
HUMAN SERVICES**

Lead Agency Oversight of Approval-Option Vendors of Person-Centered Plan Facilitation Under Family Training

August 29, 2018

Person-centered planning

- As mentioned at previous SPP webinars, the lead agency may use Family Training (S5110) to cover the following expenses during the person-centered planning process:
 - Educate the person about what person-centered planning is
 - Pay for a professional person-centered planning facilitator to help a person develop his/her plan

Purpose of training

- Review process for lead agencies that want to approve person-centered plan facilitation from vendors who are not enrolled in MHCP
 - Compare requirements for one-on-one PCP facilitation to requirements for PCP in a group setting
- Review tools available to the lead agency to use when following requirements
- Review Trainlink on-line training on lead agency approval process for approval-option service vendors

- Most services available under home and community-based waivers must be enrolled by a provider enrolled with Minnesota Health Care Programs (MHCP)
- A group of basic waiver services can be delivered by MHCP-enrolled provider or qualified vendor approved by lead agency
- These are called Approval-Option services
 - Previously referred to Tier 2 and Tier 3 services

Approval-Option Services

- Approval-option vendors may enroll with MHCP or be approved by a willing lead agency
 - A MHCP-enrolled, approval-option service provider cannot also seek approval to deliver services through a lead agency
- Approval-option services include direct-delivery services and purchased-item services
 - Family training can be either direct-delivery or purchased-item
- A person-centered plan facilitator must either enroll in MHCP as a Family Training vendor or go through lead agency approval-option process

Lead agency approval of approval-option service vendors

- The lead agency must complete an entry on the [Minnesota HCBS Waiver/AC – Approval-Option Service Vendor Tracking Log, DHS-7004A \(PDF\)](#) for every vendor it approves to deliver an approval-option service
 - This includes vendors of person-centered plan facilitation who are not enrolled in MHCP

Vendor Tracking Log

- The vendor tracking log is programmed to direct lead agency through federal and state requirements a vendor must meet to be qualified to deliver approval-option services
- To complete, lead agency enters:
 - Vendor name
 - Vendor contact information
 - [Confirmation vendor is not in U.S. Department of Health and Human Services \(HHS\), Office of Inspector General \(OIG\) Exclusions Database](#)
 - Confirmation that vendor has required licenses, certifications or registrations (lead agency keeps copy in vendor file)

Vendor Tracking Log (continued)

- Confirmation that the vendor has a completed DHS background study (NETStudy2.0), *where required*
- Staff who approves the vendor
- Date of approval

When is a background study required for a lead-agency approved PCP facilitator?

- PCP facilitation authorized as Family Training may be a direct-contact service or a purchased-item service
 - If PCP facilitation is provided one-on-one, it is considered a direct-contact service
 - vendor *will need* a completed DHS background study
 - If PCP facilitation is provided to the person in a group setting, it is considered a purchased item service
 - vendor *does not need* a completed DHS background study

Re-review Timelines for Direct-Service Delivery Vendors

- If vendor provides one-on-one PCP facilitation (direct-delivery), lead agency must re-review vendor every five years
- If vendor provides PCP facilitation in a group setting (purchased-item) re-review is at discretion of lead agency

Vendor Assurance Statement

- Lead agency must obtain a signed Minnesota HCBS Waiver/AC – Approval Option Service Vendor Statement, DHS 7004B (.DOC) from direct-delivery service vendors of PCP
- Vendor agrees to:
 - Alert case manager to suspend service deliver when license, certification or registration is revoked
 - Background study status changes
 - Properly handle and safeguard protected information
 - Remain off HHS OIG Exclusions Database and MHCP Excluded Agency/Individual Provider Lists

Vendor Assurance Statement (continued)

- Vendor must also agree to:
 - Deliver service of same scope and quality as would be provided to general public
 - Accept MA payment as payment in full for waiver/AC services
 - Maintain, for 5 years, fiscal records and supporting documentation
 - Comply with required reporting procedures

Tools for Lead Agency Approval Option

- [Minnesota HCBS Waiver/AC Documentation Requirements for Approval-Option Service Vendors, DHS-7004](#)
 - At-a-glance overview of documentation required for each approved service vendor
- [Minnesota HCBS Waiver/AC – Approval Option Service Authorization, DHS 7004C](#)
 - Template for service authorization that specifies service delivery requirements
 - Not required for purchased-item service (delivered in group setting) that generate a receipt

- Trainlink course titled [“Lead Agency Oversight of HCBS Waiver/AC Approval-Option Service Vendors”](#)
 - Learn which waiver/AC service vendors lead agencies can approve, the process lead agencies must follow, and the resources available to assist lead agencies in this oversight function

QUESTIONS?



Communities of Practice: Where are we today?

Andrew N. Johnson | Case Management Policy Lead
Disability Services Division

What do we hope to share today?

1. What is a community of practice?
2. Where are we today?
3. What do you get out of your community of practice?
4. Adding value, not just time
5. How do communities of practice start?
6. How do I learn more?

What is a community of practice?

- A group of people with shared interests that come together to do something better
- The group typically has regular meetings and interactions

Where are we today?



Thief River Falls
North Branch
West St. Paul
Grand Marias
Bloomington
Fergus Falls
Eden Prairie
Rochester
St. Cloud
Shakopee
Brainerd
St. Paul
New Ulm

What do you get out of your Community of Practice?

- What have you tried and learned?
- What are you pleased or concerned about?
- What is next?

Adding value, not just time

- Peer consultation
- Person-centered skill development
- Resource sharing
- Relationship building
- Leadership opportunities
- Olmstead Initiative

http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=opc_home

How do communities of practice start?

- Initiatives and the efforts of support planners
- Initial planning meeting
- Forming an agenda

How do I learn more?

Contact your local Regional Resource Specialist at:

DSD.RRS@state.mn.us

Questions?

Thank you!

Where to find help now

- Person Centered Thinking 2-day Trainings
 - <http://rtc3.umn.edu/pctp/training/newdates1.asp?training=1>
- Person Centered Practices Webpage
 - <http://mn.gov/dhs/partners-and-providers/continuing-care/provider-information/person-centered-practices/>
- Olmstead Plan Webpage
 - <http://mn.gov/dhs/general-public/featured-programs-initiatives/olmstead-plan/>
- DHS Training Archive page
 - http://www.dhs.state.mn.us/main/dhs16_143138
- Bulletins
 - http://www.dhs.state.mn.us/main/id_000305
- Lead Agency Review Website
 - <http://www.minnesotahcbs.info/>
- E-List Announcements
 - http://www.dhs.state.mn.us/main/id_000677#
- CBSM Main Page
 - http://www.dhs.state.mn.us/main/id_000402
- Disability Hub MN
 - <http://disabilityhubmn.org/>
- Positive Supports Minnesota
 - <https://mnpssp.org/>

Please take a moment to let us know your thoughts.

- Take our [Survey](#):
- <http://surveys.dhs.state.mn.us/snapwebhost/s.asp?k=153539405333>

Audio from today's session will be available beginning tomorrow morning by dialing:

855-859-2056

Conference ID:

6959559

If you have questions following the session, email to
DSD.ResponseCenter@state.mn.us

Thank you for attending!