

Le Sueur County

DHS Waiver Review Initiative

Waiver Review Site Visit August 2014

Final Report issued October 2014

Corrective Action Plan Responses

Submitted October 22, 2014

- 1. Beginning immediately, ensure that screenings for the DD waiver occur within required time frames.** Minnesota Rule 9525 requires that DD screening be conducted within 90 days of the request. Seventy-five percent (75%) or three out of four screenings for new DD participants in FY 2013 occurred within this timeframe, and only 50% occurred within this timeframe in FY 2014. When at least 80% of screenings are occurring within this timeframe, it is considered evidence of a compliant practice.

Le Sueur County Human Services response: Beginning immediately, ensure that during the initial assessment DD screenings will be completed within the time line. Corrective action plan: Our agency currently has given the family/participant several chances to meet and get all their paperwork completed. Our agency will now send the family/participant one letter if we find that the paperwork will not be able to be completed due to the family/participant being unable to schedule or follow through with appointments. The letter will give the family/participant a deadline in which to respond and schedule a meeting. The letter will state that if the family/participant does not follow through then we will close out the assessment.

- 2. Beginning immediately, ensure that each participant case file includes signed documentation that participants have been informed of their right to appeal on an annual basis.** It is required that all HCBS participants have completed documentation of their informed right to appeal included in the case file. In Le Sueur County, four out of 12 EW cases did not have documentation in the case file showing that participants had been informed of their right to appeal. In addition, one out of 12 EW cases did not have current documentation that the participant had been informed of their right to appeal within the past year.

Le Sueur County Public Health response: Corrective Action Plan: The Appeal Rights Notice is always given to clients at the time of assessment and annually at the time of the reassessment. This is a standard of practice. However, concerning the documentation of this, the Health Plans (UCare and Blue Plus) had always had a check box to verify and document that the client received the Appeal Rights Notice on the

Collaborative Care Plan. For some reason, the Health Plans changed the form and removed this check box so there was a period of time that this was not documented. This check box was put back on the Collaborative Care Plan for both Health Plans on 3-6-14. The issue of documentation has been resolved since that time and the documentation will be updated with each new assessment and reassessment.

Submit the Case File Compliance Worksheet within 60 days of the Waiver Review Team's site visit. Although it does not require Le Sueur County to submit a Correction Action plan on this item, a prompt response to this item is required. The Case File Compliance Worksheet, which was given to the County, provides detailed information on areas found to be non-compliant for each consumer case file reviewed. This report required follow up on 10 cases. **Le Sueur County submitted a completed compliance report on September 26, 2014.**

Submit the Non-Enrolled Vendors Compliance Worksheet(s) within 60 days of the Waiver Review Team's site visit. Although it does not require Le Sueur County to submit a Correction Action plan on this item, a prompt response to this item is required. The Non-Enrolled Vendors Compliance Worksheet(s), which was given to the County, provides detailed information on areas found to be non-compliant for each participant claim reviewed. This report required follow up on 4 cases. **Le Sueur County submitted a completed compliance report on September 26, 2014.**

Respectfully submitted by:

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