



BENTON COUNTY HUMAN SERVICES

531 Dewey St.
P.O. Box 740
Foley, MN 56329

320-968-5087
1-800-530-6254
Fax: 320-968-5330
TDD# 320-968-8842

Minnesota Department of Human Services Waiver Review Initiative: Benton County June 2014

Benton County Corrective Action Plan (CAP)
Review Date: June 23 & 24, 2014

Benton County Corrective Action Plan for 2014 is as follows:

Item 1: Case File Compliance Worksheet.

Case file reviews conducted indicated that some files did not contain the required documentation.

Benton County Human Services is required to bring all cases into full compliance within 60 days of the Lead Agency's Waiver Review Site visits conducted on June 23, 2014, and June 24, 2014.

Benton County Human Services has completed the Compliance Worksheet issued to our agency. Due: August 25, 2014 and returned to: Elizabeth Radel Freeman, Fax 651-927-8085. (Document attached)

Item II: Participant Case Files must include signed documentation that participants have been informed of their right to appeal on an annual basis.

Benton County Human Services Long Term Care/Disabilities Services Unit has amended the Consent for Release of Information document used. Participants will be given Appeal Rights and Privacy Practices Notices. Participants will be required to "initial" the receipt of these documents as well as sign and date the annual consent form.

Item III: Participant files are required to include documentation that vocational skills and abilities have been assessed.

Benton County must assess, provide information to, and issue referrals for/to all working age participants regarding vocational and employment opportunities. The Benton County MN Choice Assessment process (April 21, 2014), now incorporates vocational employment assessment questions and processes as a result of the waiver review and feedback effective immediately. Case managers/care coordinators have been instructed of the need for assessment/referral to all working age participants regarding vocational and employment opportunities. Participants review information regarding Disability Linkage Line, Disability-101, and documentation of the vocational and employment endeavors are to be included in the assessment/care planning processes providing evidence of completion. Furthermore, through these efforts it is also the desire of Benton County Human Services to further our support of the development of community based employment opportunities for participants moving away from the center based approach to employment opportunities and services in our community.

Should you have any questions, please do not hesitate to contact me regarding this Corrective Action Plan. I can be reached at 320-968-5098.

Respectfully Submitted,
Benton County Human Services

Debra R. Rieland
Social Services Supervisor