

**Carver County
Corrective Action for Wavier Review Initiative**

Beginning immediately, ensure that LTC screenings for CCB programs occur within 20 days of referral. As of August 1, 2012, MN Statute 256B.0911 requires that LTCC assessments be conducted within 20 days of the request. Fifty-six percent (56%) or 10 out of 18 assessments for new CAC, CADI and BI participants occurred within this timeframe. When at least 80% of screenings are occurring within this timeframe, it is considered evidence of a compliant practice.

Carver County has seen an increase in having to re-screen individuals after 60 days because financial eligibility is not determined in a timely manner. In some instances we are rescreening individuals several times before financial eligibility is established. When subsequent screens are entered into MMIS, the screening document auto-fills the referrals date back to the original referral date. If the date is not changed, the screenings appear to be past the 20 day timeline. If the assessment is delayed due to participant or legal representative's choice, the assessor will document this on the assessment referral or in the case notes.

Beginning immediately, ensure that each participant case file in the DD program includes signed documentation that participants have been informed of the county's privacy practices in accordance with HIPAA on an annual basis. It is required that all HCBS participants have signed documentation in their case file stating that they have been informed of the county's privacy practices on an annual basis. Currently, one out of 17 DD cases did not include the privacy practices document. In addition, three DD cases did not have documentation that the participant had been informed of the county's privacy practices in accordance with HIPAA within the past year.

It is required that all HCBS participants have signed documentation in their case file stating that they have been informed of the county's privacy practices on an annual basis. The HIPPA, State Privacy Practice and Right to Appeal Notification have been incorporated onto the Release of Information which is reviewed and signed at intake and annually.

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 a completed documentation of their informed right to appeal included in the case file. One out of 5 BI cases, two out of 19 EW cases, and one out of 17 DD 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 18 CADI cases and five out of 10 AC cases did not have documentation that the participant had been informed of their right to appeal within the past year. Also, one CADI case and one BI case included partial documentation in the case file meaning the right to appeal document did not include both a participant or legal representative signature and date.

It is required that all HCBS participants have signed documentation in their case file stating that they have been informed of their appeal rights. The check box that was not consistently checked on the release of information statement: "I have received my right to appeal." has been removed from the LTC form. The developmental disability unit has added a statement of the receipt of appeal rights onto the Release of Information.