

HCBS Final Rule Evidentiary Package

Crest View Villa



Setting information

Setting name: Crest View Villa	ID #20885
Street address: 305 4th St NE, Hayfield, MN 55940	Phone: 507-477-3547
Setting website, if applicable: Crest View Villa (http://fieldcrestcare.com/cvv-senior-apartments/)	Date of site visit: 7/10/2018

Waiver service type

Waiver service	Service type:
<input type="checkbox"/> Alternative Care (AC) <input checked="" type="checkbox"/> Elderly Waiver (EW) <input type="checkbox"/> Brain Injury (BI) <input type="checkbox"/> Community Access for Disability Inclusion (CADI) <input type="checkbox"/> Community Alternative Care (CAC) <input type="checkbox"/> Developmental Disabilities (DD)	Customized Living

Reason for heightened scrutiny

Prong type	Category	Type of setting
Prong 1 Located in a Public or Private Institution	Name of Institution	Choose an item. Field Crest Care Center

Note: The term people/person (resident for residential settings) refers to people receiving Medicaid HCBS waiver service.

General summary

Crest View Villa is located in a residential neighborhood in Hayfield, MN. Hayfield is located in Dodge County, approximately 80 miles south of the Twin Cities. The population was 1,333 in 2017. The setting is located in a residential neighborhood, surrounded by private homes and adjacent to a park and ball field. The setting is located approximately a five minute drive to the main business district in Hayfield.

According to the provider attestation, Crest View Villa serves 21 people at its setting, with three of those on the Medicaid Home and Community Based Elderly Waiver program. 18 people had other payer sources.

The customized living setting is located on a campus that includes Field Crest Care Center, a skilled nursing facility that provides skilled nursing care and rehabilitation services. The city of Hayfield owns and operates the entire campus as a non-profit entity, and a board of directors made up of area churches and city council members governs campus operations.

Customized living provider standards/qualifications

Licensure requirements and other state regulations for customized living services clearly distinguish these services/settings from institutional licensure or regulations.

Customized living services are provided in housing with services establishments with the service provider directly licensed as a comprehensive home care provider by the Minnesota Department of Health. Customized Living services provide an individualized package of regularly scheduled health-related and supportive services provided to a person who resides in a qualified, registered housing with services establishment.

Customized living service definitions that support the setting requirements

Customized living (CL) and 24-hour CL services include component services designed to meet the person’s assessed needs and goals. Individualized CL services may include supervision, home care aide tasks (e.g., assistance with activities of daily living), home health aide task_(e.g., delegated nursing tasks), home management tasks, meal preparation and service, socialization, assisting enrollees with arranging meetings and appointments, assisting with money management, assisting participants with scheduling medical and social services, and arranging for or providing transportation. If socialization is provided, it must be part of the service plan, related to established goals and outcomes and not diversional or recreational in nature.

For more details about the component services, including what is covered and distinctions between each see [Customized Living Component Service Definitions, DHS-6790H \(PDF\)](https://edocs.dhs.state.mn.us/lfserver/Public/DHS-6790H-ENG).
(<https://edocs.dhs.state.mn.us/lfserver/Public/DHS-6790H-ENG>)

Minnesota’s Community Based Services Manual (CBSM) provides the following requirements for customized living services:

[Community Based Services Manual customized living service requirements page](http://www.dhs.state.mn.us/main/id_001787)
(http://www.dhs.state.mn.us/main/id_001787)

Prong 1 and Prong 2 settings

Meaningful distinction between the facility and HCBS setting

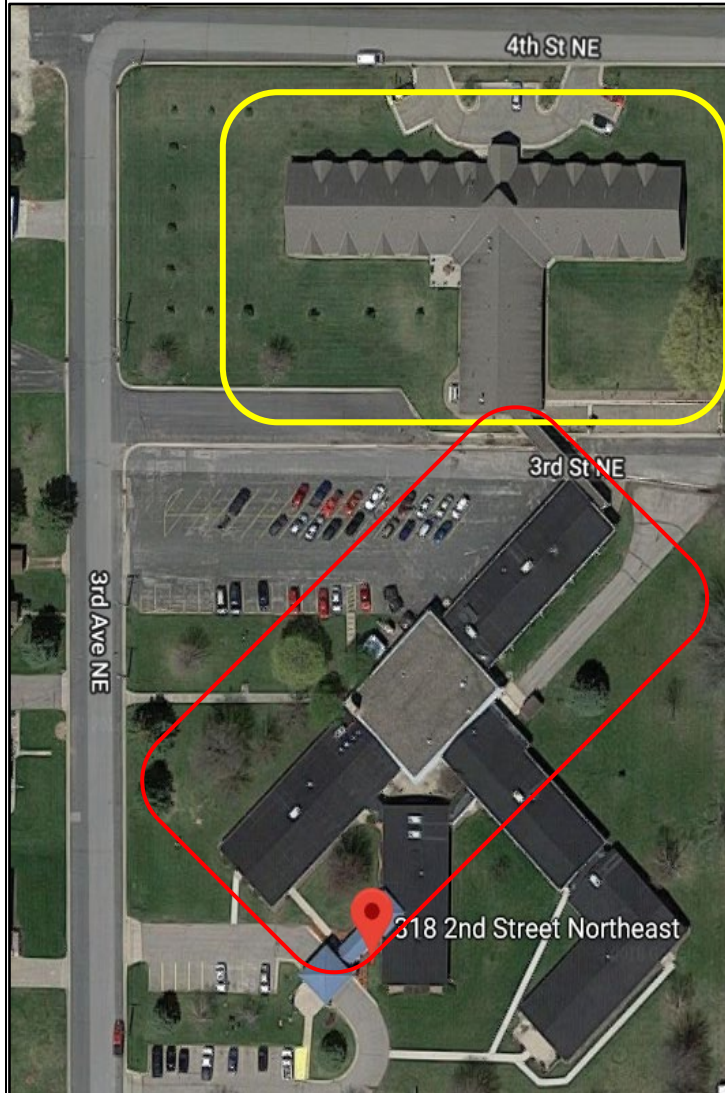
States must submit strong evidence that the setting presumed institutional has the characteristics of a HCBS setting and not an institutional setting.	
Determination	Summary
<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>Interconnectedness between the facility and the setting in question, including administrative or financial interconnectedness, does not exist or is minimal.</p> <p>Crest View Villa and Field Crest Care Center share administrative oversight, but have separate budgets, day-to-day operations and staffing. Crest View Villa has a dedicated RN that serves as day-to-day operations manager, and dedicated full-time home health aides that provide services to residents. Crest View Villa has a separate address and entrance apart from the nursing facility. Food services are prepared in the nursing facility kitchen and served in a dedicated dining room. Crest View Villa has a dedicated activity coordinator, who is responsible for planning activities and events for residents.</p>

<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>To the extent any facility staff are assigned occasionally or on a limited basis to support or back up the HCBS staff, the facility staff are cross-trained to meet the same qualifications as the HCBS staff.</p> <p>All staff that work in the customized living setting are trained specifically for home and community-based support in a manner consistent with the HCBS settings regulations. Administration confirmed that staff are not scheduled to work with people at the nursing facility on the same shift as their shift at the customized living setting.</p>
<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>Participants in the setting in question do not have to rely primarily on transportation or other services provided by the facility setting, to the exclusion of other options.</p> <p>Crest View Villa is located in a rural area with limited public transportation. There is a public regional bus that runs on a limited schedule to Rochester, MN, the nearest metropolitan area. The public bus leaves from the central business district in Hayfield. People at the setting also use the setting’s van, which is accessible to people with mobility needs, for trips into town. People at the setting also utilize family transports, volunteer driver services, Faith-in-Action services and their own vehicles for transportation needs.</p> <div data-bbox="464 1102 997 1801" data-label="Image"> </div> <p style="text-align: center;">Entrance to Crest View Villa</p>

- Met
- Unmet
- Not applicable

The setting provides HCBS services in a space that is distinct from the space that institutional services are provided.

Crest View Villa provides services in a space that is distinct from the space used by the nursing facility. Customized Living services are provided in a separate building, connected to the larger complex via an indoor walkway. The setting has separate signage and a separate entrance from the nursing facility. In the picture at left, Crest View Villa is highlighted in yellow and Field Crest Care Center is highlighted in red.



Aerial view of Crest View Villa and Field Crest Care Center

Community engagement opportunities and experiences

Community engagement is formally supported by setting staff through setting activities and also more informally by family and friends from the greater community. The staff interviews residents to obtain their personal preferences, and supports the residents' choice in choosing their activities and schedules. Per staff, activities are tailored with feedback from people who live at the setting, through resident meetings, discussions with people, and by obtaining resident preferences during admission and at regular health assessments.



Crest View Villa

February Activity Calendar

Monday February 4	Music at Hayfield Township Hall	12:40 pm
Monday February 11	Arts & Crafts – Cozy Cove	3:30 pm
Monday February 18	Dollar General shopping trip	1:40 pm
Monday February 25	Arts & Crafts – Cozy Cove	3:30 pm
Every Tuesday	Bible Study – Activity Room	10:00 am
Every Wednesday	Bingo – Dining Room	1:30 pm
Every Thursday	Game of choice – Activity Room	12:00 pm
Every Friday	Trivia & Coffee – Dining Room	7:00 am
	Adult Coloring – Activity Room	1:30 pm

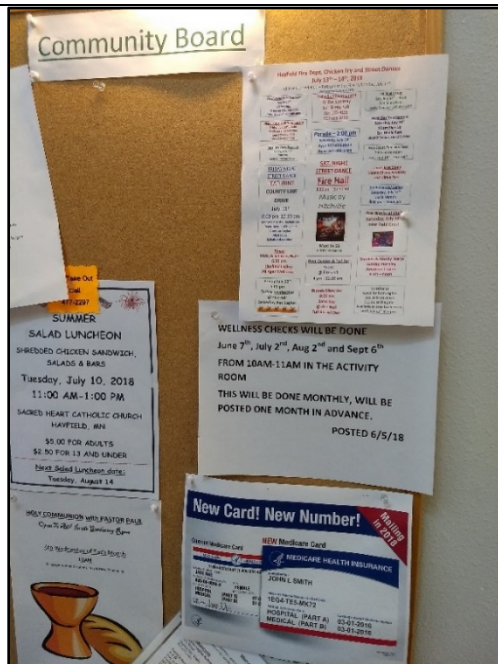
Live music entertainment to be scheduled at Crest View Villa dining room.

See Community Board for outing details and sign-up sheets. Each tenant provides their own spending money for shopping and outings.

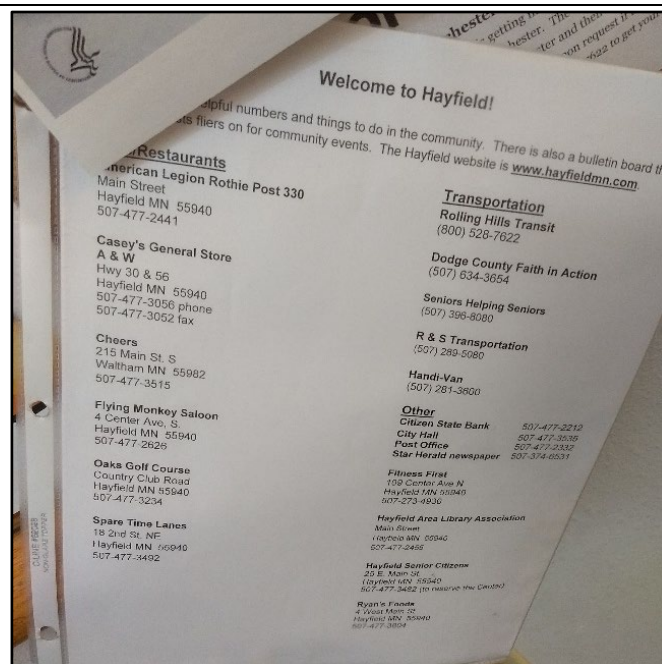
Crest View Villa Activity Calendar

People are notified of community activities through a calendar of community events, flyers, and sign-up sheets. These may include:

- Church services
- Shopping trips
- Restaurants
- Winery tours
- American Legion lunches.



Community board and announcements



Announcement with local restaurants and transportation options

People living at the setting also have the option to go out on their own, with family and friends, and by using public transit and volunteer drivers. These trips include:

- Family events
- Meals out with family and friends
- Faith activities
- General errands and shopping
- Community holiday functions
- Casino trips.

The setting provides a daily activity calendar for people to participate in at the setting and in the nursing facility. People are also informed of on-site activities through the monthly activity calendar, bulletin board announcements, and staff announcements and reminders. Examples of on-site activities include: Chapel services, exercise groups, music appreciation groups, crafts, games, and social hours.

People living at the setting have the option to choose not to participate at any time. Per staff and residents, they are offered alternative times or activities or are free to participate in activities of their choosing.

HCBS characteristics

<p>This section is a summary of the individual HCBS characteristics required in the HCBS rule. The findings for each characteristic are identified through the setting attestation documentation, on-site observation or both.</p>	
HCBS Rule requirement	Compliance status
<p>Each person at the setting has a written lease or residency agreement in place providing protections to address eviction processes and appeals.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>The setting provided a HCBS compliant lease agreement as documentation through the provider attestation process. People at the setting confirmed that they signed a lease during the admission process.</p>	Compliant
<p>Each person at the setting has privacy in his/her sleeping or living unit including a lockable door.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Locks were observed on all unit doors in the setting. People at the setting confirmed that they were able to lock their living unit door for privacy.</p>	Compliant
<p>The setting facilitates that a person, <i>who shares a bedroom</i>, is with a roommate of their choice.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Staff reported that people living in this setting do not share rooms unless they share a room with a spouse, partner or other person of their choice.</p>	Compliant

The setting provides people with the freedom to furnish and decorate their bedroom and living unit within the lease or residency agreement.

Compliant

Compliant documentation submitted with attestation

Observation made during on-site visit

The lease allows people in the setting to decorate and personalize their living units. Living units were observed during the site visit and were decorated according to the person's taste and preference. Many people also put up personalized decorations in the entrance to their living units. People at the setting confirmed that they can furnish and decorate their living units as they wish.



Living unit entrance with personalized decoration and lock on door

The setting provides people the freedom and support to control their daily schedules including access to food at any time.

Compliant

Compliant documentation submitted with attestation

Observation made during on-site visit

Staff and people interviewed confirmed that people living at the setting have the freedom and support to control their own schedules, specifically waking up and going to bed, coming and going to and from the setting, and eating when they would like. People at the setting confirmed that they can decide for themselves what they do on a daily basis.

<p>The setting allows people to have visitors at any time.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Staff confirmed that people living at the setting may have visitors at any time. During the site visit, visitors were observed coming and going to and from the setting. People at the setting also confirmed that they can have visitors at any time. The entrance to the setting has a directory and intercom system to alert people living in the setting when a guest visits after hours.</p>	<p>Compliant</p>
<p>The setting provides opportunities for people to seek employment and work in competitive integrated settings.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Staff stated that although there are no people who currently work, they have in the past had people who volunteer, such as part-time at the auxiliary, and they provided flexible schedules for the person’s meals and care needs to accommodate the person’s volunteer schedule.</p>	<p>Compliant</p>
<p>The setting is physically accessible to the individual.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Common spaces and living units were observed to be accessible to people living at the setting. People who live at the setting indicated that all living areas and common areas were accessible to them. Staff indicated that they work with people living at the setting to provide additional accessibility accommodations to living units, i.e., grab bars in bathrooms and living areas.</p>	<p>Compliant</p>
<p>The setting provides people opportunities to access and engage in community life.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>The setting supports opportunities to access and engage in community life. Practical activities, such as errands and medical appointments are</p>	<p>Compliant</p>

<p>supported, as well as personal engagement, such as social and family outings, faith-based activities, and meals in the community.</p> <p>The staff provide information and resources on transportation options to access the greater community. Staff assist people to arrange transportation as needed and many people arrange their own transportation.</p> <p>Activities are tailored with feedback from people who live at the setting, through resident meetings, discussions with people, and by obtaining resident preferences during admission and at regular health assessments.</p> <p>The administrator confirmed that people living in the setting are informed of their right to choose any medical provider. The lease attachment has home care providers available in the area. Staff confirmed that there are no restrictions for people wishing to switch to a new provider.</p>	
<p>The setting supports the person’s control of personal resources.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>The setting does not provide money management services, and staff confirmed that people living in the setting have full control over their personal finances.</p>	Compliant
<p>The setting ensures people’s right to privacy.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Staff are trained to respect the privacy of people living at the setting through HCBS settings rule training and the Minnesota Home Care Bill of Rights. During the site visit, staff were observed knocking on people’s living unit doors to obtain permission to enter.</p>	Compliant
<p>The setting ensures people’s dignity and respect.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Staff are trained to ensure the dignity and respect of people living at the setting through HCBS settings rule training and the Minnesota Home Care Bill of Rights. During the site visit, staff were observed</p>	Compliant

<p>addressing people by their chosen names, and people living at the setting were dressed in clothing of their choosing.</p>	
<p>The setting ensures people’s freedom from coercion and restraint.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>Staff are trained on the Minnesota Home Care Bill of Rights and the Minnesota Vulnerable Adults Act.</p>	<p>Compliant</p>
<p>The setting optimizes individual initiative, autonomy, and independence in making life choices, including daily schedule and with whom to interact.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>People in the setting were observed to lead their own lives and plan their own daily schedules, coming and going as desired, and arranging their days as they would like. Staff confirmed that customized living services accommodate the schedules of the people served in this setting.</p>	<p>Compliant</p>

Pictures of the HCBS setting



Kitchen area with fresh fruit and snacks



Outside sitting area



Resident mailboxes

Public comment summary

The Minnesota Department of Human Services (DHS) did not receive public comments for this setting.

DHS sought public comment from April 30, 2019, to June 9, 2019, before submitting settings to the Centers Medicare & Medicaid Services (CMS) for heightened scrutiny.

We sought public comments using the following methods:

- Evidentiary packages posted online on the [Home and Community Based Services Rule transition plan page](#)
- Evidentiary packages specific to each setting posted in a common area of the setting
- Notice of public comment period via [May 10, 2019, eList announcement](#)
- Notification to lead agencies via regional resource specialists
- Notification to providers via email
- Notification to managed care organizations and Area Agencies on Aging (AA) via email
- Notification to long-term care ombudsman office via email
- Disability Hub MN virtual insight panel.

Minnesota's recommendation

Date of recommendation: 7/1/2019

Minnesota supports that this setting overcomes the institutional presumption and meets the requirements of a home and community-based setting. Provider is required to maintain on-going compliance with all HCBS requirements.