

DA: May 15, 2015
TO: Robert Meyer, Department of Human Services
Kim Anderson, Department of Human Services
RE: Review of Watonwan County's Home and Community Based Waiver Programs Report
FR: Amy Pluym, Social Services Supervisor

Watonwan County's response to Corrective Actions in relation to our Home and Community Based Waiver Review is as follows:

Corrective Action Requirements

1. Beginning immediately, include a back-up plan in the care plan of all CCB, EW, and DD program participants.

Agency response: Back up plans are now included in all annual packets. We are in the process of transitioning to utilizing the CSP (DHS-6791) for all waiver cases. This plan would incorporate the back-up plan.

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.

Agency response: Appeal rights are included in all annual packets. Also by utilizing the DHS-6791 this area will be covered on annual basis with participants

3. Beginning immediately, ensure that all new assessments for CCB and EW/AC programs occur within 20 days of referral.

Agency response: We have developed a spreadsheet to better monitor compliance. We will also be requesting information from DHS to assist us in monitoring this area.

4. Submit the Case File Compliance Worksheet within 60 days of the Waiver Review Team's site visit.

Agency response: All information submitted via fax on 5-5-15

5. Submit the Non-Enrolled Vendors Compliance Worksheet(s) within 60 days of the Waiver Review Team's site visit.

Agency response: This area was resolved during the Review Team's visit.

In response to the recommendations of the Waiver Review Team, we believe by implementing the use of the DHS-6791 across all waivers, we will be addressing the majority of the

recommendations made by the Team. We will also continue to work with providers to explore opportunities for developing services.

If further information or clarification is required, please let me know. Thank you for your review and input.

Copy to: David Christianson, Watonwan County Human Services Director