

**Shawnee County CDDO  
Affiliate Meeting Minutes  
December 5, 2019**

**Present:** Sabrina Winston, CDDO; Coleen Hernandez, CDDO; Tiffanie Krentz, CDDO; Julie Tilley, CDDO; Christine Hurla, CDDO; Michelle Shirey, Caring & Compassionate Care; Ashley Wolfrum, Monaco & Associates; Edith McCall, Monaco & Associates; Shawna Hauck, Caring and Compassionate Care; Sandy Wood, Serenity; Elizabeth Barkley, Serenity; Stephany Semple, TARC SD; Tina Ruecker, TARC TCM; Angie Dougan, TARC SD; Tim Gorton, SLI; Sara Dinkel, Dream Catchers; Breanna Dinkel, Dream Catchers; Tracy Martin, TARC TCM; Merilee Larson, Lifeworx; Corby Lockwood, TARC; Angie Reinking, The Arc of Douglas County; Rebecca Glotzbach, TARC TCM

Introductions

**CDDO Updates:**

- The CDDO has hired a new Assessor, Julie Tilley. We will make an announcement when BASIS Assessments can be scheduled with her.
  
- Updated policies have been posted to the SNCDDO website at:  
<http://sncddo.org/cddopolicy.htm>

**Guest Speaker(s):**

Jason McKenney, GT Independence. Jason gave an overview of the company's history and its programs. The founders had a son with a developmental disability and established GT as a means to advocate for him. GT is an FMS provider that serves more than 20,000 customers nationwide and has a high customer satisfaction rating. For referrals, email: [customerservice\\_KS@gtindependence.com](mailto:customerservice_KS@gtindependence.com). See flyer for more information. (Flyer will be sent with minutes.)

Stephany Semple & Angie Dougan, TARC Self-Determination. Stephany and Angie presented on TARC Self-Determination services. SD allows participants more freedom and control over their own services. Each person will have their own individualized budget. TARC has the last SD program of its kind remaining in Kansas. Participants must have a strong circle of support of family and friends in order to be determined a good fit for the program. See brochure for more information. (Brochure will be sent with minutes.)

**Reminders:**

- Site Survey Info Due January 15<sup>th</sup>. Any questions should be directed to KDADS or [www.communityconnectionsks.com](http://www.communityconnectionsks.com)
- Please check services in BCI for accuracy.
- Please remind guardians to return the CDDO forms sent annually. Any forms they receive from us are important and need to be returned.
- BASIS scheduling with the Assessors must occur by 6 weeks prior to the 358<sup>th</sup> day. The actual assessment will be scheduled for 2-3 weeks prior to the 358<sup>th</sup> day. (See CDDO policy 06-006 Functional Assessment, Guideline 2a.)
- Response is required when Tiffanie sends a request for services.

Discussion: Sara Dinkel brought up an issue with MCO's denying claims because they have been coded to place of service: "office". She was told to code claims to "community" instead. Sabrina asked TCM's to let her know when this happens. Angie Reinking was also told she could use either code.

Discussion: If TCM's catch that an individual's choice form is outdated, please send an email to [servicechange@sncddo.org](mailto:servicechange@sncddo.org). We are working on developing procedures to track the annual forms and choice forms that the Assessors are sending out.

**Following up with APS reports – Coleen.**

We are going to update our policies and procedures to include that the SNCDDO QMC needs to be notified of APS cases and whether they are being investigated.

**KDADS - PRN restraint reporting in AIR – Coleen.**

Coleen shared correspondence from KDADS staff about reporting PRN restraints in AIR. (Will be sent with minutes.) The CIR reporting in BCI has been updated with the option to report restraints and indicate whether the restraint used was a medication or a physical restraint.

Coleen: Any licensing questions should go to the KDADS IDD Surveyors.

**Training Opportunities/Resources:**

- ~~December 10, 8:30-12:00 CDDO Training Session One (CDDO Overview, Article 63, BASIS, Status Action Forms) \*\*\* Cancelled due to low attendance\*\*\*~~
- January 7, 1:00 – 4:00 CDDO Training Session Two (BCI, Transition Checklist)

**Next Affiliate Meeting:**

February 6, 2020