

# Developmental Disabilities Administration Overview

Debbie Goldberg, Tia Henry, Judy Pattik, Nicole Sheppard  
Southern Maryland Regional Office  
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MARYLAND  
Department of Health

# Overview

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Eligibility for DDA Funded Services

Coordination of Community Services

DDA Funded Services

Nursing Services

Communication

# Application Process/ Eligibility

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- Fill out application
  - Include supporting documentation
    - Psychological, IEP, Medical Documentation
  
- Comprehensive Assessment (CA)
  - Completed by Coordinator of Community Service (CCS ) agencies
    - 45 Business days to complete
  
- Determination made by DDA

# Eligibility Status

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## No Coordinator of Community Services (CCS)

- Not Eligible
- Supports Only
- Future Need

## Coordinator of Community Services (CCS)

- Developmentally Disabled

# DD Priority Categories

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There are 3 priority categories. These categories are the order of priority in which applicants receive services.

1. Crisis Resolution
  - Individual who is currently in a crisis or emergency situation (for example - abuse, neglect, homeless).
2. Crisis Prevention
  - Individual who is or will be in health or safety crisis within the next year.  
Has a caregiver 65 or older.
3. Current Request
  - Individual who needs and wants services though health and safety are not the immediate needs.

\*Can change depending on situation

# Coordination of Community Services (CCS)

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- ❖ Assist individuals and their families in learning and gaining access to resources in their community
- ❖ Assist individuals and families with planning for the future
- ❖ Assess individuals' needs for services and supports
- ❖ Ensure the needs of the individuals are met
- ❖ Assure individuals' satisfaction with services

# Supporting Individuals and Families

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- Unprecedented opportunities to offer funding to eligible individuals and families for waiver services to support their trajectory toward their self-defined good life
- Waiver services funding opportunities including:
  - Family Support Waiver – 400 children from the Waiting List
  - Community Support Waiver – 400 individuals of any age from the Waiting List
  - Community Pathways Waiver – 300 individuals of any age from the Waiting List
  - Transitioning Youth ~700 youth



# Important To and Important For

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Although supports and needs may change across the lifespan, pursuit and enjoyment of what is important to the person remains the guiding force.

Real person-centered planning provides an opportunity to guide (and sometimes cheer!) people through a process of discovery to learn what is most important to them, and then partner to create a plan that supports a clear trajectory toward their personally defined good life.

Important TO : Elements of life that are valued by the person and contribute to their happiness and/or contentment

Important FOR : Needs that should be addressed to support a person's health and safety



# DDA HCBS Waivers

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## **Family Supports Waiver**

- Children birth to 21 years
- Various Support Services
- Service Cap of \$12,000 annually

## **Community Supports Waiver**

- Children and adults
- Meaningful Day and Support Services
- Service Cap of \$25,000 annually

## **Community Pathways Waiver**

- Children and adults
- Meaningful Day, Support, and Residential Services

# Meaningful Day

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Employment

Community Development Services

Day Habilitation

Medical Day Care



# Meaningful Day

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Services and systems are ‘realigning’ to support *competitive integrated employment* and *community participation outcomes*

Services are designed to provide a ‘flow of services’ that can lead to outcomes of *competitive integrated employment* and/or meaningful community participation

Services are designed to provide opportunities for individuals to:

Seek employment,

Work in competitive, integrated employment,

Develop skills,

Engage in community life, and

Control personal resources

# Employment Services

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Discovery

Job Development

Ongoing Job Supports

Follow Along Supports

Self Employment Development Supports

Co-worker Employment Supports



# Residential Services

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Community Living - Enhanced Supports




Community Living - Group Home






Shared Living

Supported Living



# DDA Support Services

Support Services	FS W	CSW	CW
Assisted Technology and Services	X	X	X
Behavioral Support Services	X	X	X
<i>Behavioral Assessment</i>	X	X	X
<i>Behavioral Plan</i>	X	X	X
<i>Behavioral Consultation</i>	X	X	X
<i>Brief Support Implementation Services</i>	X	X	X
Environmental Assessment	X	X	X
Environmental Modifications	X	X	X
Family and Peer Mentoring Supports 	X	X	X
Family Caregiver Training and Empowerment Services 	X	X	X
Individual and Family Directed Goods and Services <i>(Self-Direction Only)</i>	X	X	X
<i>Goods and Services (up to \$5000)</i>	X	X	X
<i>Staff Recruitment and Advertisement (up to \$500)</i>	X	X	X
Housing Support Services 	X	X	X

Support Services	FS W	CS W	CW
Live-In Caregiver Supports			X
Nursing Consultation 		X	X
Nursing Case Management and Delegation Services 		X	X
Nursing Health Case Management 		X	X
Participant Education, Training and Advocacy Supports 	X	X	X
Personal Supports	X	X	X
Remote Electronic Monitoring 			X
Respite Care Services	X	X	X
<i>Daily Rate</i>	X	X	X
<i>Hourly Rate (up to 8 hrs)</i>	X	X	X
<i>Camp</i>	X	X	X
Support Broker Services	X	X	X
Transition Services			X
Transportation	X	X	X
Vehicle Modifications	X	X	X

# Support Services

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Assisted Technology and Services

Behavioral Support Services

Environmental Assessment

Environmental Modifications

Family and Peer Mentoring Supports (New)

Family Caregiver Training and Empowerment Services (New)

Individual and Family Directed Goods and Services

Housing Support Services (New)



# Support Services

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Live-In Caregiver Supports

Nursing Consultation (New)

Nursing Case Management and Delegation Services (New)

Nursing Health Case Management (New)

Participant Education, Training and Advocacy Supports (New)

Personal Supports

Remote Electronic Monitoring (New)

Respite Care Services

Support Broker Services

Transition Services

Transportation

Vehicle Modifications





# Self-Direction - Overview of Services

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A service delivery model established by the DDA in which a participant (or their authorized representative) may self-direct his or her own services.

Self-Direction promotes personal choice and control over the delivery of waiver and state plan services.

Provides for:

- **Employer Authority**
  - Accepts the rights and obligations of an employer (as outlined in federal, state and local law and regulation) as the employer of record
- **Budget Authority**
  - Accepts responsibility and authority to manage his/her approved budget

# Self-Direction - Overview of Services Continued

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Individuals have opportunities to:

- Identify goals to support a trajectory for the good life (Life Course);
- Choose and schedule workers;
- Train, manage and discharge workers;
- Identify needed supports and services to support their PCP (in accordance with their approved annual budget);
- Control and manage a budget annually for the purchase of services and supports as specified in their PCP; and
- Use the services of an FMS to assist with budget and payment responsibilities, and access the optional use of a Support Broker as a human resource support.

Services available for Self-Direction vary by Waiver.

# Self-Direction - Key requirements

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Individuals (or their authorized representative) must be capable of making informed decisions regarding how services are provided such that there is:

- No lapse or decline in the quality of care;

- No increased risk to the health or safety of the participant

Individuals (or their authorized representative) must understand and accept the risks and responsibilities of being the Employer of Record.

# Self-Direction - Responsibilities as the Employer of record

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## Under the Waiver(s)

- Recruit and hire staff
- Verify staff qualifications
- Obtain a criminal history and/or background investigation of staff
- Specify additional staff qualifications
- Determine staff duties consistent with the service specifications

# Self-Direction - Responsibilities as the Employer of record (continued)

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- Determine staff wages and benefits – subject to state limits
- Schedule staff
- Orient and instruct staff in duties
- Supervise staff
- Evaluate staff performance
- Verify time worked by staff and approve time sheets
- Discharge staff

# Self-Direction Services – Employer and Budget Authority

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<b>Employer and Budget Authority</b>	<b>FSW</b>	<b>CSW</b>	<b>CP</b>
Community Development Services		X	X
Personal Supports	X	X	X
Respite Care Services	X	X	X
Support Broker Services	X	X	X
Supported Employment		X	X

# Self-Direction Services - Budget Authority Only

<b>Budget Authority</b>	<b>FSW</b>	<b>CSW</b>	<b>CP</b>
Assisted Technology and Services	X	X	X
Behavioral Support Services	X	X	X
Employment Services		X	X
Environmental Assessment	X	X	X
Environmental Modifications	X	X	X
Family and Peer Mentoring Supports	X	X	X
Family Caregiver Training and Empowerment Services	X	X	X
Housing Support Services	X	X	X

# Self-Direction Services - Budget Authority Only

<b>Budget Authority</b>	<b>FSW</b>	<b>CSW</b>	<b>CP</b>
Nursing Consultation (New)		X	X
Nursing Case Management and Delegation Services (New)		X	X
Nursing Health Case Management (New)		X	X
Participant Education, Training and Advocacy Supports (New)	X	X	X
Personal Supports	X	X	X
Remote Electronic Monitoring (New)			
Respite Care Services	X	X	X
Transition Services			X



# Self-Direction Services - Budget Authority Only

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<b>Budget Authority</b>	<b>FSW</b>	<b>CSW</b>	<b>CP</b>
Employment Discovery & Customization		X	X
Live- In Caregiver Supports			X
Transportation	X	X	X
Vehicle Modifications	X	X	X
Supported Living			X

# Self-Direction

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## Financial Management Services (FMS)

- Provided as an “administrative service” to all individuals in Self-Directed Services
- Supports the management and disbursement of funds contained in the participant directed budget
- Current FMS Services provided by
  - The ARC/Central Chesapeake Region and MedSource

## Support Brokerage

- Independent providers available to assist with human resources related, employer functions
- Act as a “coach” and “mentor” to the Employer of Record to ensure successful day to day management of self-direction activities

# Self-Direction

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## **Coordinators of Community Services**

- Assist individuals and their families in understanding SDS
- Complete initial SDS plans, budgets, annual updates, and modifications throughout the year
- Monitor the services being provided and the use of budgeted funds
- Act as a liaison between individuals, families, Support Brokers, FMS, and DDA
- Assist in locating and gaining access to additional resources in their community

## **DDA Regional Office Self-Directed Services Coordinators**

- Provide technical assistance to SDS participants, CCS, and Families
- Review, approve, and process all plans, budgets, and modifications

# Nursing Services in DDA Settings

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DDA provides nursing services through the Delegation Model of Nursing as defined in COMAR 10.27.11.

- Delegation model is used when unlicensed staff are paid to give medication and treatments. (If family are paid staff, delegation model must be used.)
- Nursing services include medication administration, nursing treatments, and ADL care.
- DDA waiver does not fund licensed nursing for direct care.

# Nursing Services in DDA Settings

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- Staff who administer medication must be Certified Medication Technicians (CMT).
- Treatments and ADL care must be taught by the RN.
- Delegation of medication administration and treatments requires the RN to assess the individual minimally every 45 days and to supervise staff regularly.
- If the individual meets criteria for an exemption from delegation then RN Consultation may be an option for consideration.

# Rare and Expensive Medicine (REM) Program

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- REM services are available to those with a qualifying diagnosis and who meet the standard of medical necessity for nursing services.
- REM assesses for the health care needs and provides licensed nursing or CNA for ADL task performance.
- REM services are available in the community in a shared model at select DDA provider agencies.
- REM services cannot be supplanted, supplemented or duplicated without jeopardizing REM services per REM regulations.
- People disenrolled from REM due to Medicare eligibility cannot re-enroll.

# Communication

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Generally providers can discuss when someone is receiving different services if the purpose is to coordinate treatment.

What information would be shared and between/among what parties?



# Reporting concerns

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DDA Regional Office -  
Quality Enhancement  
301-362-5100

Coordinator of Community Service





# Questions

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