

DDSD

# DDSD news

## From the Director

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Wars and elections are both too big and too small to matter in the long run. The daily work - that goes on, it adds up. ~Barbara Kingsolver, *Animal Dreams*

Alice came to a fork in the road. "Which road do I take?" she asked.

"Where do you want to go?" responded the Cheshire cat.

"I don't know," Alice answered.

"Then," said the cat, "it doesn't matter."

~Lewis Carroll, *Alice in Wonderland*

### RESIDENTIAL HOMES

All homes where DD Waiver consumers reside must meet the local (County or City) building and fire codes. Most major renovations require appropriate building permits to complete. If looking to purchase a new residence or you are just leasing, please make sure all appropriate building and fire codes have been met.

### ELECTRONIC COMPREHENSIVE HEALTH ASSESSMENT CONTRACT AWARD & IMPLEMENTATION

The Developmental Disabilities Support Division and Therap Services LLC are pleased and excited to announce the implementation of a new web-based Comprehensive Health Assessment and associated tools.

These associated tools include additional assessments

Medication Administration Assessment Tool (MAAT)

Aspiration Risk Screening)

Live drug database and Medication Administration Record (MAR),

Demographics

A health information tracking system (including a "Health Passport" based on the one developed by our Community Medical Issues Workgroup).

All of these features are provided through Therap Services' secure, HIPAA compliant web application. The Division and Therap are working together to revise/configure the Comprehensive Health Assessment to accurately collect and track ongoing and emerging health issues for people with developmental disabilities across the state. Therap will make the system easy to use and make sure data is shared with the people who need to know in a quick and secure manner. We plan on going LIVE in October.

## **CASE MANAGEMENT/ISP**

As per DDSD Documentation Policy, Case Management and Provider Agencies are required to permanently retain all documentation, (see File Matrix), for Jackson Class Members currently being served, and for whom they have served in the past. All records pertaining to Non-Jackson Class Individuals must be retained for at least six years from the date of creation.

DDSD is requiring that all DDW Provider and Case Management Agencies retain in the current file or in an addendum file, the most recent CPR results, recommendations, and closure documentation. We strongly recommend keeping this documentation in a separate file or folder near the main file- so that it is easy to access, and can be utilized for planning purposes- including CPR preparation. CPR information should be retained in this accessible folder, until the Individual- served is reviewed again. Then, the prior historical CPR documentation could be stored as usual, and the new CPR documentation replaces the old in this accessible folder.

Recently, DDSD researched the possibility of storing these files at the Department of Health. Upon review, it was determined that there is not an adequate facility to store these documents at this time.

However, all providers are encouraged to begin electronic storage practices, which will eliminate the need to keep boxes and boxes of documentation from this point on. Documents may be archived by scanning them onto discs, which can be kept on site, replacing the need for additional storage space. Electronic storage of Protected Health Information (PHI) must be secure, and comply with HIPAA Policy.

## **DD Waiver Re-write**

The Department continues to work with different task force groups on developing the waiver to be implemented July 2011. This is a time consuming process and we have elicited assistance from leaders in the field. During the week of June 21-25, we have had representatives from HSRI (Human Services Research Institute) and NASDDDS (National Association of State DD Directors) in state to work with state staff and task force, devoted to change.

DDSD has allocated 100 new individuals to the waiver for SFY 11. However, everyone needs to be aware that the Federal Match of dollars (enhanced at this time) is at risk of ending December 2010. If the enhanced FMAP is not extended, we will have a shortfall in our overall budget of 17 million dollars. Also by State Law, we cannot spend more than 48% of our existing budget prior to Dec 31, 2010, thereby assuring the incoming administration an operating budget.

## DDSD Employment Training Project

DDSD has joined the federally funded Medicaid Infrastructure Project (MIG) administered by the Human Services Department. The MIG grant will pay for the Employment Training Project which DDSD will launch over the next year and a half. Through this project, DDSD will purchase the rights to nationally recognized class-

room and on-line employment training for Supported Employment staff. Regional Employment Leadership Networks will be meeting this summer to review the curriculum and recommend any additions needed for New Mexico. For more detailed information about this project and a contact to get the

dates of the Employment Leadership Network meetings, see the announcement on the DDSD website at: <http://www.nmhealth.org/ddsd/meaningfullife/documents/AnnouncingMIG-Grant5072010.pdf>

## Developmental Disabilities Waiver (DDW) Renewal

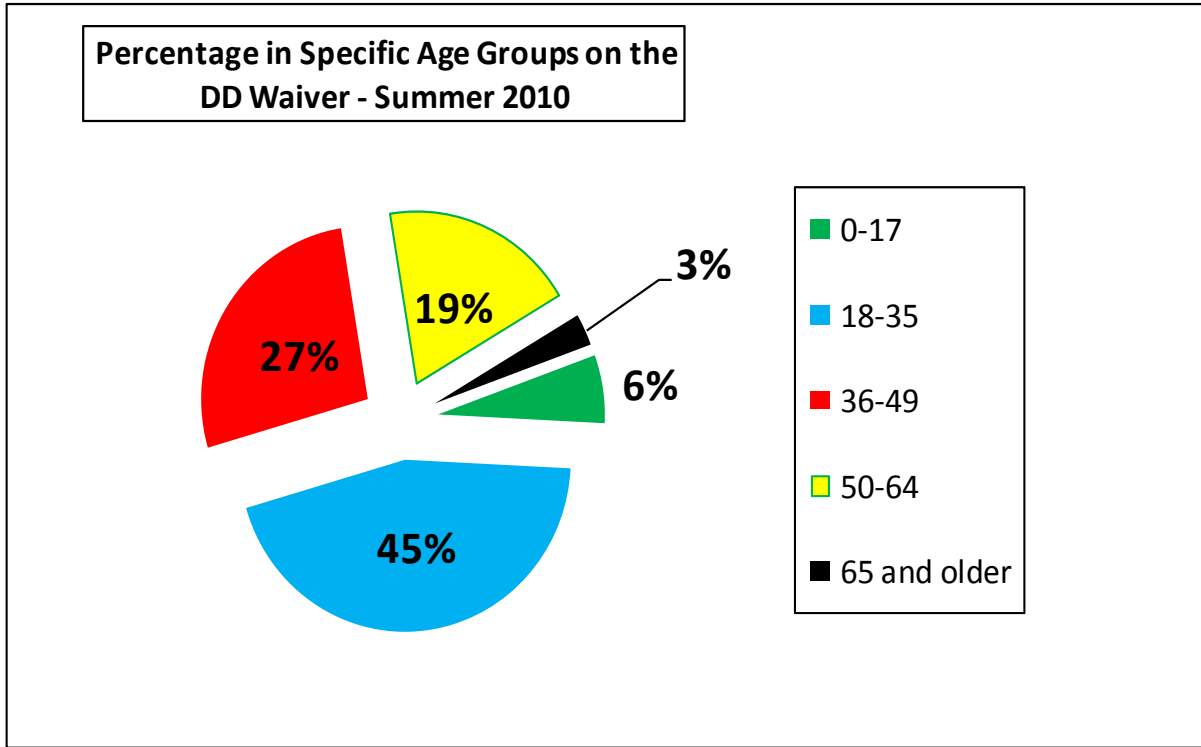
The current DDW will expire on June 30, 2011. New Mexico must submit a new waiver application by the end of March 2011 and receive approval from the Centers for Medicare and Medicaid (CMS) to continue to provide services through the waiver program. Developmental Disabilities Division staff at Department of Health and Medical Assistance Division staff at the Human Services Department are working with stakeholders and technical experts to complete the renewal application. Anyone wishing to provide information for consideration as we develop the new waiver can send

written comments to DDSD though the DOH website <http://nmhealth.org/ddsd> or by mail to:

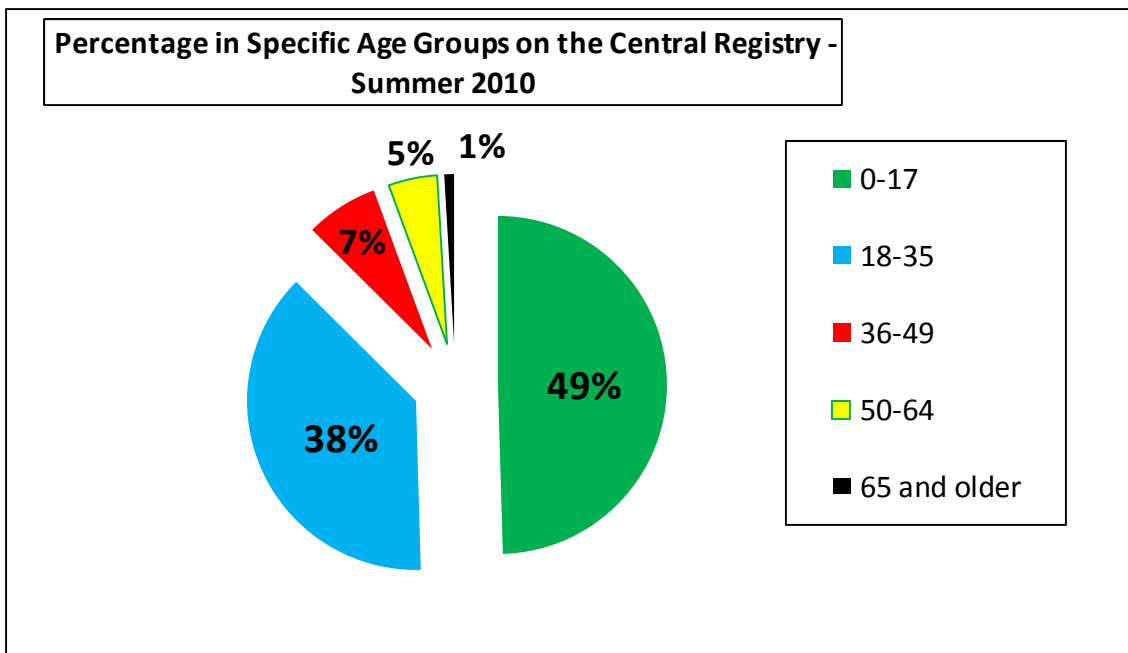
Elizabeth Kennedy,  
DDSD Director of Policy and  
Planning  
810 San Mateo  
Santa Fe, New Mexico 87505

You can learn more about renewal activities and track progress on the development of the application at <http://www.nmddwrenewal.org>

## Breakdown of Waiver Clients by Age



## Breakdown of People on Waiting List by Age

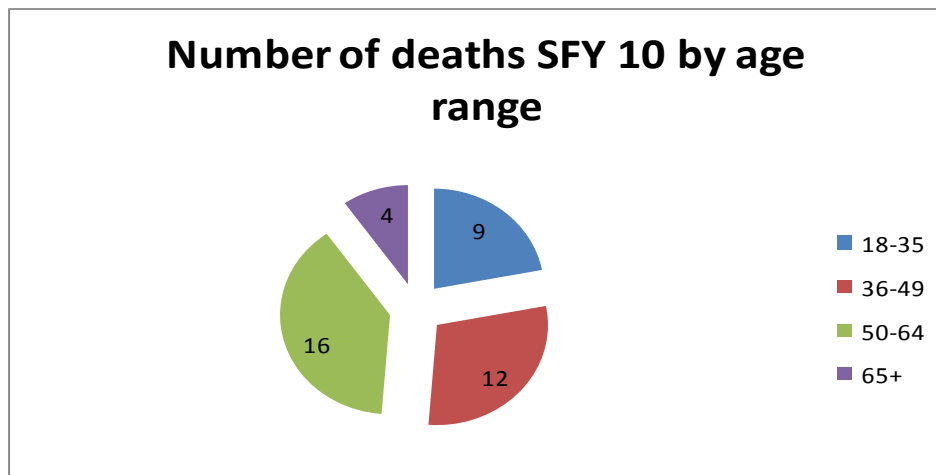


## Mortality

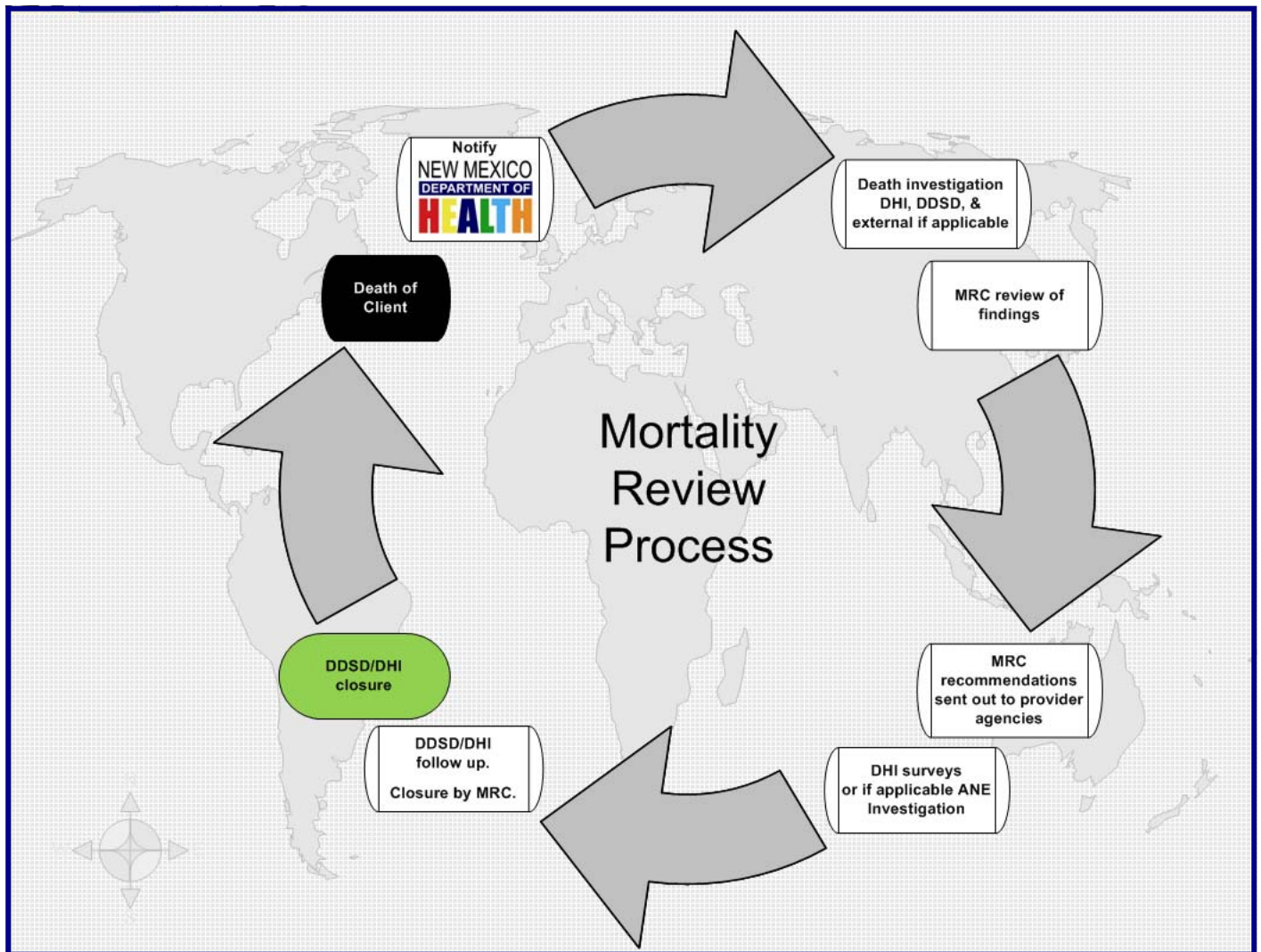
### **NEW Mortality Review Process has been implemented.**

The new process has been streamlined for a more effective and efficient system. The mortality review process is designed primarily to determine if there are any issues related to the death of a consumer. It is a learning process. Data will be compiled on system issues and submitted to appropriate workgroups. As providers you may receive information on findings and be asked to provide some correction to your processes or training. Health alerts may be distributed as a result of multiple reviews, when trends are found or a major concern with care arises. Attached to this newsletter is a flow chart for your reference. The MRC will be discussed further at quarterly provider meetings.

For FY 10 the following is a breakdown of deaths by age:



## Mortality Review Process Flow-Chart



## Spanish Translation

Please contact the regional office for assistance in the translation of documents into Spanish, that DOH/DDSD has sent out. We want to work with everyone to assure that communication is both appropriate and understandable. If a family member or individual requires our documents translated, please let the regional office know.