

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

MINUTES

November 15, 2018

The South Carolina Commission on Disabilities and Special Needs met on Thursday, November 15, 2018, at 10:00 a.m. at the Department of Disabilities and Special Needs Central Office, 3440 Harden Street Extension, Columbia, South Carolina.

The following were in attendance:

COMMISSION

Present:

Eva Ravenel, Chairman
Gary Lemel – Vice Chairman
Vicki Thompson – Secretary
Sam Broughton, Ph.D.
Chris Neeley
Lorri Unumb – Via Skype

DDSN Administrative Staff

Mrs. Mary Poole, State Director; Mr. Pat Maley, Deputy Director; Mr. Rufus Britt, Associate State Director, Operations; Ms. Lisa Weeks, Interim Associate State Director, Administration; Mrs. Susan Beck, Associate State Director, Policy; Ms. Tana Vanderbilt, General Counsel, Ms. Sandra Delaney, Administrative Coordinator (For other Administrative Staff see Attachment 1 – Sign In Sheet).

Guests

(See Attachment 1 Sign-In Sheet)

Coastal Regional Center (via videoconference)

(See Attachment 2 Sign-In Sheet)

Pee Dee Regional Center (via videoconference)

(See Attachment 3 Sign-In Sheet)

Whitten Regional Center (via videoconference)

(See Attachment 4 Sign-In Sheet)

Pickens County DSN Board
(See Attachment 5 Sign-In Sheet)

News Release of Meeting

Chairman Ravenel called the meeting to order and Commissioner Thompson read a statement of announcement about the meeting that was distributed to the appropriate media, interested persons, and posted at the Central Office and on the website in accordance with the Freedom of Information Act.

Adoption of the Agenda

On motion of Commissioner Thompson, seconded by Commissioner Lemel, the Commission adopted the November 15, 2018 Meeting Agenda. (Attachment A)

Invocation

Commissioner Lemel gave the invocation.

Approval of the Commission Meeting Minutes

On motion of Commissioner Neeley, seconded by Commissioner Broughton, the Commission approved the minutes of the September 20, 2018 Commission Meeting and the minutes of the October 1, 2018 Special-Called Commission Meeting with a change that Commissioner Broughton attended via Skype and not in person.

Public Input

The following individuals spoke during Public Input: Deborah McPherson and Patricia Harrison.

Commissioners' Update

Commissioner Neeley spoke of his involvement as chair of the President's Committee on Intellectual Disabilities.

Policy Committee Update

Committee Chairman Thompson reported the Committee met prior to the Commission meeting. She stated the Committee received a lot of input on the directive titled, "Obtaining Health Care Consent for Minors and Adults with Intellectual Disability which includes Autism". Mrs. Beck will compile the revisions and distribute the revised version to the Policy Committee. Commission Chairman Thompson added that hopefully the Health Care consent issue would be resolved in the upcoming Legislative session. The Committee did not have time to review the Committee agenda item "Camera

Usage Policy Planning". The Committee will try to meet between now and the next Commission meeting to handle Committee business.

State Director's Report

Mary Poole reported on various topics. (Attachment B):

National Disability Employment Awareness Month

Commissioner Lemel shared Governor McMaster's proclamation proclaiming the month of October 2018 as Disability Employment Awareness Month. Ms. Susan Davis, Program Coordinator, USC, Center for Disability Resources spoke of the many initiatives taking place to increase the number of real jobs for individuals. Ms. Nicole Caniff of Community Options shared her employment success story and Ms. Megan Reynolds shared her experience as a job specialist at Community Options. (Attachment C)

Financial Update

The Financial Report was reviewed and discussed. Mr. Maley stated the report would be revised so as to not cause confusion. Commissioner Thompson requested a crosswalk for comparison. (Attachment D)

Consideration of Bids-Coastal Center

Ms. Cooper, Director of Engineering and Planning Division, presented information on the bid for the generators for emergency shelters. Discussion followed regarding obtaining bids. At the request of the Commission, information will be provided on the bidding process. Commissioner Lemel moved to accept the bid from DNB Electric, Inc. of West Columbia, SC. The motion passed with a 3-2 vote. (Attachment E)

Ms. Cooper presented information on the bid for HVAC replacement at the Coastal Center. Commissioner Broughton moved to accept the bid from Cayce Company, Inc. of Florence, SC. The motion was seconded by Commissioner Neely and passed. (Attachment F)

Provider Contract Increases

Mr. Norman provided information on the 2019 Contract Amendments for the Charles Lea Center and the Sumter DSN Board. Commission Lemel moved to approved the amendments presented. The motion was seconded by Commissioner Broughton and passed. (Attachment G)

Quarterly ANE Report

Ms. Ann Dalton shared a detailed quarterly report of the incident management data. Discussion followed. At the request of the Commission, ages of all incidents will be provided in the report and an action plan is needed to determine what system characteristics are different from eight years ago. (Attachment H)

Case Management Market Rate

Mrs. Beck shared a presentation on this subject. DDSN is gearing up for the upcoming rate change. Billing and monitoring are improving among the Providers. (Attachment I)

HASCI and CS Waiver Renewals

The renewals were presented and discussed. Mrs. Beck stated when the Mercer study is released; most likely amendments will take place. On motion of Commissioner Thompson, seconded by Commissioner Neeley, the HASCI and CS Waiver renewals were approved. (Attachment J)

Waiting List

The Waiting List Report was presented and discussed. Mrs. Beck stated a process is being added to require case managers to report the reason for a slot declination. She added that 300 ID/RD slots were approved for release on November 14, 2018. (Attachment K)

Executive Session

On motion of Commissioner Lemel, seconded by Commissioner Neeley, the Commission entered into Executive Session to discuss a contractual matter with Mentor.

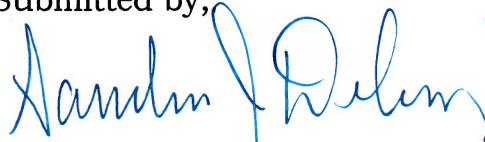
Enter into Public Session

The Commission entered into Public Session. It was noted that no action was taken in the Executive Session.

Next Regular Meeting

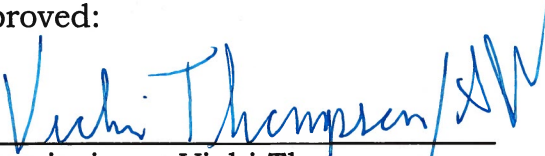
December 13, 2018

Submitted by,



Sandra J. Delaney

Approved:



Commissioner Vicki Thompson
Secretary

SC COMMISSION ON DISABILITIES AND SPECIAL NEEDS

Commission Meeting

November 15, 2018

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

1. Ben Orer DDSN
2. CHUCK NORMAN "
3. ~~Uphill~~ Ritter DDSN
4. Cynthia Pinckney The Columbus Organization
5. Nicole Canniff Community Options
6. Megan Reynolds Community Options
7. Susan Davis USMC/CDR
8. Dorothy Goodwin Community Options
9. Stephanie Williams Calhoun DSNB
10. Angela Rodriguez SC Spinal Cord Injury Assoc.
11. Mike Moss Calhoun DSNB
12. Jerry C. Mize Oconee
13. Bob Jones Newberry DSNB
14. Shawn Keith SC DSNB
15. Sherry Pressley LSC
16. Rochon Myers LSC
17. Philip Clarkson BIA SC
18. Mike Keith Marion - Dick DSN
19. Jan Fuller DSN
20. Jan Cooper SCDDSN

SC COMMISSION ON DISABILITIES AND SPECIAL NEEDS

Commission Meeting

November 15, 2018

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

- 21. Beth Bunge Bright Start
- 22. Tonya Bradford Babcock Center
- 23. Sarah Turner DHA
- 24. Deborah + Heather McPherson Richland County
- 25. Daniel Davis Autism
- 27. PLU
- 28. Kimberly Tissot Able SC
- 29. Sarah Conroy TDC
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SC COMMISSION ON DISABILITIES AND SPECIAL NEEDS
Commission Meeting
November 15, 2018

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

1. Evelyn Turner - Dis Board Chg
2. Stodd Path Finders
3. Jc Hth SCDDSN
4. Felita Martino SCDDSN Dist. II
5. Ronda Ritchie DDSN Dist II
6. Hester Wrennemaker DII
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SC COMMISSION ON DISABILITIES AND SPECIAL NEEDS
Commission Meeting
November 15, 2018

Guest Registration Sheet

(PLEASE PRINT) Name and Organization

- 1. *Deborah K. Smole* *District II Office*
- 2. *Debra Way* *Clarendon DSN*
- 3. *Debra Corneil* *Harry DSN*
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SC COMMISSION ON DISABILITIES AND SPECIAL NEEDS

Commission Meeting

November 15, 2018

Guest Registration Sheet

(PLEASE PRINT)

Name and Organization

1. Elaine M Thena PCBDSN

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SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

A G E N D A

**South Carolina Department of Disabilities and Special Needs
3440 Harden Street Extension
Conference Room 251
Columbia, South Carolina**

November 15, 2018

10:00 A.M.

1. Call to Order *Chairman Eva Ravenel*
2. Welcome - Notice of Meeting Statement *Commissioner Vicki Thompson*
3. Adoption of Agenda
4. Invocation *Commissioner Gary Lemel*
5. Introduction of Guests
6. Approval of the Minutes of the September 20, 2018 and October 1, 2018
Commission Meetings
7. Public Input
8. Commissioners' Update *Commissioners*
9. Policy Committee Update *Committee Chairman Vicki Thompson*
10. State Director's Report *Mrs. Mary Poole*
11. Business:
 - A. National Disability Employment Awareness Month *Ms. Susan Davis, CESP
Program Coordinator
USC, Center for Disability Resources*
 - B. Financial Update *Mr. Pat Maley*
 - C. Consideration of Bids *Mrs. Joan Cooper*
 - D. Provider Contract Increases *Mr. Chuck Norman*
 - E. Quarterly ANE Report *Mrs. Ann Dalton*
 - F. Case Management Market Rate *Mrs. Susan Beck*
 - G. HASCI and CS Waiver Renewals *Mrs. Susan Beck*
 - H. Waiting List Report *Mrs. Susan Beck*
12. Executive Session
13. Next Regular Meeting (December 20, 2018)
14. Adjournment

House Legislative Oversight Committee

10/23/18

- It was recorded and can be found as “SC Legislature On Line”
- HLOC issued the final report on 11/1/18 with 3 additional recommendations added to the draft 14 recommendations those 3 include:
 - Commissioner Training
 - Place the agency in the Governor’s Cabinet
 - “South Carolina-ize” the County Boards

Respite and PCA Assessments

Project initiated due to service reductions
via the waiver admin department

- Respite assessment was revised to include a caregiver stress assessment and more detailed caregiving questions. It was sent out for comment to the provider network and revisions are underway once again based on those comments.
- The PCA Assessment was sent out for comments and is currently undergoing revisions based on those comments.
- The goal is to get the new assessments distributed, trained and in use by the end of the year.
- Once the assessments are in use, CM will be asked to go back and reassess the individuals who had service reductions prior to the revision using the new tool.

EI & Babynet

update

- System integration will be completed by HHS by April
- On 7/21/18 system will go to Fee for Service for all providers of Early Intervention.
- DHHS has agreed to provide hands on assistance to providers so they may enroll with the Medicaid Agency.
- We are tracking billing now to encourage providers to be proactive and get their EI's to increase production.
- We will begin the development of an administrative contract for the Early Intervention.

Rate Recommendations

Mercer reports

- Although previously given a timeframe to expect an initial report - we are continuing to wait for the Mercer recommendations.
- Remember we are expecting an assessment of our current band system and opportunities to improve.
- The second item we are waiting a report on will be an update based on cost and market rate analysis of all DHHS rates to DDSN – both community and ICF.
- These rates will be pass through rates to the providers so we will need to work with DHHS to develop an admin contract.

Budget Presentations

FY2020

- Governor's Budget Presentation on 10/24/18 went well. There were good questions asked – and answered.
- We gave a presentation to the House Ways and Means Budget Staff on 10/22/18. The staff is young and new in their roles so we also took the time to educate them on the agency, the provider network and those we support.
- We have the Senate Budget Presentation on 12/5/18 at 10am.

Staff Changes

Upcoming Events

- Pat Maley is now the Deputy State Director
- Rufus Brit is the Associate State Director of Operations
- We will be holding a strategic planning meeting on December 4th
- We are currently analyzing all positions and the needs of the agency for a potential reorganization based on our planning session.

Direct Care Professionals

Recommendation #1 from the oversight Committee

- DSP Career Development Steering Committee
 - Members from DDSN, Providers and Education tasked to develop a pitch to be given to the Department of Education on December 10th.
 - Develop a tech track DSP curriculum – akin to the current CNA curriculum but geared towards the individuals we support and the training we require.
 - Develop a “DSP Aide” track for special services students and current consumers.

Promulgating Regulation &

Recommendation #3 from the oversight
Committee

- Mediation was held on September 25th 2018 to attempt a settlement of a longstanding P&A lawsuit regarding the need for DDSN to write regulation.
- Mediation was successful and DDSN agreed to write 4 regulations. The agreement reached on the 25th was approved by the commission on 10/1/18.
- P&A signed the agreement on November 9

Amending or repealing current state law

Recommendation #4 & #'s 6-14 from the Oversight Committee

- DDSN will now act within its scope of authority to amend current legislation.
- For items not within the scope of DDSN's authority the agency will continue to recommend required changes to the General Assembly

Commission

Based on the recommendation #5 from the Oversight Committee

- On 11/30/18 the first weekly information bulletin will be sent to commission members by the state director. Items which will need action in the upcoming commission meeting will be highlighted.
- The State Director will include a quarterly survey in the information bulletin asking for areas the commissioners would like additional information, training or discussion
- The State Director will develop orientation modules for new commission members.

State of South Carolina

Governor's Proclamation

- WHEREAS, South Carolinians with disabilities have the same aspirations to competitively work and contribute to their communities as everyone else; and
- WHEREAS, business and community leaders have called for a diverse and capable work force to further advance the economy of the Palmetto State; and
- WHEREAS, the support and cooperation of all people are needed to reduce the attitudinal and physical barriers that hinder full acceptance of people with disabilities and their rightful place in employment; and
- WHEREAS, National Disability Employment Awareness Month recognizes that individuals with disabilities are capable, contributing members of society worthy of full access and inclusion in South Carolina's workforce.

NOW, THEREFORE, I, Henry McMaster, Governor of the great State of South Carolina, do hereby proclaim October 2018 as

DISABILITY EMPLOYMENT AWARENESS MONTH

throughout the state and encourage all South Carolinians to work together to advance the message that people with disabilities are equal to the task.



HENRY MCMASTER
GOVERNOR
STATE OF SOUTH CAROLINA

FY 18/19 Legislative Authorized & Spending Plan Budget VS Actual Expenditures (as of 10/31/2018)

Funded Program - Bud	Original Budget	Budget Adjustments	Current Budget	YTD Actual Expense	Balance
ADMINISTRATION	\$ 8,256,999.00	\$ 0.00	\$ 8,256,999.00	\$ 2,116,994.79	\$ 6,140,004.21
PREVENTION PROGRAM	\$ 657,098.00	\$ 0.00	\$ 657,098.00	-\$ 15,495.00	\$ 672,593.00
GREENWOOD GENETIC CENTER	\$ 13,185,571.00	\$ 0.00	\$ 13,185,571.00	\$ 4,885,990.00	\$ 8,299,581.00
CHILDREN'S SERVICES	\$ 16,302,094.00	\$ 3,477,000.00	\$ 19,779,094.00	\$ 9,492,231.32	\$ 10,286,862.68
BABYNET	\$ 5,587,500.00	\$ 0.00	\$ 5,587,500.00	\$ 0.00	\$ 5,587,500.00
IN-HOME FAMILY SUPP	\$ 89,589,626.00	\$ 797,612.00	\$ 90,387,238.00	\$ 20,316,908.27	\$ 70,070,329.73
ADULT DEV&SUPP EMPLO	\$ 81,402,958.00	\$ 0.00	\$ 81,402,958.00	\$ 30,109,810.24	\$ 51,293,147.76
SERVICE COORDINATION	\$ 22,656,140.00	\$ 0.00	\$ 22,656,140.00	\$ 7,836,586.35	\$ 14,819,553.65
AUTISM SUPP PRG	\$ 26,355,826.00	\$ 0.00	\$ 26,355,826.00	\$ 5,428,976.78	\$ 20,926,849.22
Pervasive Developmental Disorder (PDD) Program	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,208.30	-\$ 14,208.30
HD&SPINL CRD INJ COM	\$ 5,040,532.00	\$ 0.00	\$ 5,040,532.00	\$ 1,519,944.72	\$ 3,520,587.28
REG CTR RESIDENT PGM	\$ 84,032,118.00	\$ 317,997.00	\$ 84,350,115.00	\$ 22,598,544.45	\$ 61,751,570.55
HD&SPIN CRD INJ FAM	\$ 28,742,377.00	\$ 0.00	\$ 28,742,377.00	\$ 6,133,539.52	\$ 22,608,837.48
AUTISM COMM RES PRO	\$ 29,739,084.00	\$ 0.00	\$ 29,739,084.00	\$ 11,722,953.93	\$ 18,016,130.07
INTELL DISA COMM RES	\$ 317,799,720.00	\$ 2,481,408.00	\$ 320,281,128.00	\$ 113,327,661.56	\$ 206,953,466.44
STATEWIDE CF APPRO		\$ 3,121,104.77	\$ 3,121,104.77	\$ 0.00	\$ 3,121,104.77
STATE EMPLOYER CONTR	\$ 32,745,158.00	\$ 1,198,348.00	\$ 33,943,506.00	\$ 8,937,599.37	\$ 25,005,906.63
DUAL EMPLOYMENT		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Legislative Authorized Total	\$ 762,092,801.00	\$ 11,393,469.77	\$ 773,486,270.77	\$ 244,426,454.60	\$ 529,059,816.17
Legislative authorization capacity above actual spending plan budget			-\$54,952,953.77		
DDSN spending plan budget			\$ 718,533,317.00	\$ 244,426,454.60	\$ 474,106,862.40
Percent of total spending plan budget			100.0%	34.0%	66.0%
% of FY completed (expenditures) & % of FY remaining (available funds)			100.0%	33.3%	66.7%
Difference			0.0%	0.7%	-0.7%

REASONABLE

Carry Forward + Cash Flow Analysis Indicates Sufficient Cash to Meet FY 19 Estimated Expenditure Commitments: YES ; At-Risk ; NO

Expenditures categorized to provide insight into direct service consumers costs vs. non-direct service costs:

Expenditure	FY 18 - % of total	FY 17 - % of total
Central Office Admin & Program	2.37%	2.36%
Indirect Delivery System Costs	1.56%	1.42%
Lander University	0.00%	0.05%
Board & QPL Capital	0.14%	0.59%
Greenwood Autism Research	0.03%	0.10%
Direct Service to Consumers	95.90%	95.48%
Total	100.00%	100.00%

NOTE: Prior FY data will be calculated and presented to provide assurance as to the consistent pattern of direct service & non-direct service expenditures and explanation for increases/decreases

Methodology & Report Owner: Lisa Weeks

**SC Department of Disabilities and Special Needs
FY 2018 Monthly Financial Summary - Operating Funds
Month Ended: June 30, 2018**

	<u>General Fund (Appropriations)</u>	<u>Medicaid Fund</u>	<u>Other Operating Funds</u>	<u>Federal and Restricted Funds</u>	<u>Total</u>
FY 2017 Cash Brought Forward	\$ 3,200,271	\$ 5,500,725	\$ 6,288,046	\$ 6,586	\$ 14,995,628
<u>FY 2018 YTD Activity</u>					
<u>Receipts/Transfers</u>					
Revenue	\$ 250,964,202	\$ 399,664,273	\$ 5,855,609	\$ 1,448,023	\$ 657,932,107
Interfund Transfers	\$ -	\$ 1,025,385	\$ 652,175	\$ -	\$ 1,677,560
Total Receipts/Transfers	\$ 250,964,202	\$ 400,689,658	\$ 6,507,784	\$ 1,448,023	\$ 659,609,667
<u>Disbursements</u>					
Personal Services	\$ (51,385,629)	\$ (13,813,948)	\$ (61,574)	\$ (231,317)	\$ (65,492,468)
Fringe Benefits	\$ (20,940,774)	\$ (5,865,835)	\$ -	\$ (94,615)	\$ (26,901,224)
Other Operating Expense	\$ (178,716,785)	\$ (385,581,224)	\$ (11,720,812)	\$ (1,129,352)	\$ (577,148,173)
Capital Outlays	\$ -	\$ (242,622)	\$ (102,031)	\$ -	\$ (344,653)
Total Disbursements	\$ (251,043,188)	\$ (405,503,629)	\$ (11,884,417)	\$ (1,455,284)	\$ (669,886,518)
Outstanding Accounts Payable Balance	\$ -	\$ -	\$ (9,977)	\$ (29,930)	\$ (39,907)
Unreserved Cash Balance - 6/30/2018	\$ 3,121,285	\$ 686,754	\$ 901,436	\$ (30,605)	\$ 4,678,870

FY 17/18 Legislative Authorized & Spending Plan Budget VS Actual Expenditures (FYE - 6/30/2018)					
Funded Program - Bud	Original Budget	Budget Adjustments	Current Budget	YTD Actual Expense	Balance
ADMINISTRATION	\$ 7,883,999.00	-\$ 93,237.17	\$ 7,790,761.83	\$ 6,556,723.06	\$ 1,234,038.77
PREVENTION PROGRAM	\$ 257,098.00	\$ 585,902.00	\$ 843,000.00	\$ 283,951.00	\$ 559,049.00
GREENWOOD GENETIC CENTER	\$ 11,858,376.00	\$ 0.00	\$ 11,858,376.00	\$ 11,858,372.00	\$ 4.00
CHILDREN'S SERVICES	\$ 14,859,525.00	\$ 7,396,165.84	\$ 22,255,690.84	\$ 21,750,351.84	\$ 505,339.00
BABYNET	\$ 9,312,500.00	\$ 0.00	\$ 9,312,500.00	\$ 9,312,500.00	\$ 0.00
IN-HOME FAMILY SUPP	\$ 87,577,481.00	-\$ 13,637,699.12	\$ 73,939,781.88	\$ 56,061,932.18	\$ 17,877,849.70
ADULT DEV&SUPP EMPLO	\$ 70,022,008.00	\$ 9,554,590.84	\$ 79,576,598.84	\$ 75,165,073.19	\$ 4,411,525.65
SERVICE COORDINATION	\$ 22,707,610.00	-\$ 1,411,622.56	\$ 21,295,987.44	\$ 18,787,217.62	\$ 2,508,769.82
AUTISM SUPP PRG	\$ 14,136,026.00	\$ 10,940,879.01	\$ 25,076,905.01	\$ 14,336,516.88	\$ 10,740,388.13
Pervasive Developmental Disorder (PDD) Program	\$ 9,780,880.00	-\$ 4,824,194.58	\$ 4,956,685.42	\$ 1,656,685.42	\$ 3,300,000.00
HD&SPINL CRD INJ COM	\$ 3,040,532.00	\$ 1,411,772.80	\$ 4,452,304.80	\$ 4,395,519.50	\$ 56,785.30
REG CTR RESIDENT PGM	\$ 79,396,018.00	\$ 3,862,946.10	\$ 83,258,964.10	\$ 69,298,570.98	\$ 13,960,393.12
HD&SPIN CRD INJ FAM	\$ 27,758,987.00	\$ 517,992.00	\$ 28,276,979.00	\$ 18,559,600.60	\$ 9,717,378.40
AUTISM COMM RES PRO	\$ 23,557,609.00	\$ 6,191,737.59	\$ 29,749,346.59	\$ 29,033,477.36	\$ 715,869.23
INTELL DISA COMM RES	\$ 333,536,387.00	-\$ 14,279,560.13	\$ 319,256,826.87	\$ 305,968,710.29	\$ 13,288,116.58
STATEWIDE CF APPRO to FY 19		\$ 3,121,104.77	\$ 3,121,104.77		\$ 3,121,104.77
STATE EMPLOYER CONTR	\$ 32,089,541.00	-\$ 2,298,224.08	\$ 29,791,316.92	\$ 26,901,223.76	\$ 2,890,093.16
DUAL EMPLOYMENT				\$ 0.00	\$ 0.00
CAPITAL PROJECTS				\$ 0.00	\$ 0.00
Legislative Authorized Total	\$ 747,774,577.00	\$ 7,038,553.31	\$ 754,813,130.31	\$ 669,926,425.68	\$ 84,886,704.63
Legislative authorization capacity above actual spending plan budget			-\$73,087,492.31		
DDSN spending plan budget			\$681,725,638.00	\$ 669,926,425.68	\$ 11,799,212.32
Percent of total spending plan budget			100.0%	98.3%	1.7%
% of FY completed (expenditures) & % of FY remaining (available funds)			100.0%	100.0%	0.0%
Difference			0.0%	-1.7%	1.7%
Carry Forward + Cash Flow Analysis Indicates Sufficient Cash to Meet FY 18 Estimated Expenditure Commitments: YES <input checked="" type="checkbox"/> ; At-Risk <input type="checkbox"/> ; NO <input type="checkbox"/>					
FY 16/17 expenditures categorized to provide insight into direct service consumers costs vs. non-direct service costs:					
Expenditure	% of total	Any indication FY 16/17 expenditures for direct services to consumers (95.48%) will decline in FY 17/18? YES ; NO X			
Central Office Admin & Program	2.36%				
Indirect Delivery System Costs	1.42%				
Lander University	0.05%				
Board & QPL Capital	0.59%				
Greenwood Autism Research	0.10%				
Direct Service to Consumers	95.48%				
Total	100.00%				
NOTE: Prior FY data will be calculated and presented to provide assurance as to the consistent pattern of direct service & non-direct service expenditures and explanation for increases/decreases					
Methodology & Report Owner: Lisa Weeks					

REASONABLE

CONSIDERATION OF BID

**THREE GENERATORS FOR EMERGENCY SHELTERS –
PICKENS, ANDERSON, AND CHEROKEE COUNTIES
FEMA-18-01 (O,P,Q)**

The project scope is installation of new emergency generators at three sites. This is the fifth group to bid, leaving 6 remaining sites to design and procure of the twenty-three statewide locations that will provide reliable and continuous power for special needs shelters during emergency situations. Pickens County DSNB's Pickens Day Habilitation in Easley, SC will receive a 200 KW diesel generator. Anderson DSNB's Anderson Day Program in Anderson, SC will receive a 150 KW diesel generator. Cherokee County DSNB's Work Activity Center in Gaffney, SC will receive a 100 KW diesel generator. Alternates include the controls packages, which are an important feature that will assist the local Disabilities & Special Needs Boards with the routine exercise, maintenance, and record keeping for the generators.

Costs at each location will be shared by DDSN and the Federal Emergency Management Agency (FEMA) Federal Mitigation Grant Program. DDSN is a Sub-Recipient of the FEMA grant awarded to South Carolina Emergency Management Division (SCEMD).

Bids from two contractors were received on Tuesday, November 6, 2018. It is recommended that a contract be awarded to **DNB ELECTRIC, INC. of WEST COLUMBIA, SOUTH CAROLINA** to include all three location Base Bids and all three location Alternates for a total contract award of **\$433,004.00**. DDSN has worked with DNB Electric, Inc. on previous projects, and DDSN has found this contractor to be responsible.

ATTACHMENT: BID TABULATION
FUNDS: FEMA and SCDDSN Match
Bid Date: November 6, 2018
Date: November 6, 2018

PROJECT NO.: FEMA-18-01 (O.P.Q)

PROJECT NAME: Three Generators for Emergency Shelters -
Pickens, Anderson, and Cherokee Counties

BID DATE: November 6, 2018

TIME: 3:00 p.m.

LOCATION: SCDDSN, Rm. 247

SCDDSN Engineering and Planning
3440 Harden St, Extension
Columbia, SC 29203
Phone: (803) 898-9794
Fax: (803) 832-8188



BID TABULATION

CONTRACTOR		(O) Pickens	(P) Anderson	(Q) Cherokee	TOTAL		
1 DNB Electrical, Inc. West Columbia, SC	Base Bid L	\$ 149,148.00	Base Bid M	\$ 136,155.00	Base Bid N	\$ 124,901.00	\$ 433,004.00
	Alternate 1	\$ 7,600.00	Alternate 2	\$ 7,600.00	Alternate 3	\$ 7,600.00	
	(L) Total	\$ 156,748.00	(M) Total	\$ 143,755.00	(N) Total	\$ 132,501.00	
	Electrical Sub	DNB Electrical, Inc.	Electrical Sub	DNB Electrical, Inc.	Electrical Sub	DNB Electrical, Inc.	
	Electrical Sub Alt 1	Generator Services	Electrical Sub Alt 2	Generator Services	Electrical Sub Alt 3	Generator Services	
2 Metro Dwellings, LLC Columbia, SC	Base Bid L	\$ 163,358.67	Base Bid M	\$ 130,246.67	Base Bid N	\$ 125,310.67	\$ 441,416.01
	Alternate 1	\$ 7,500.00	Alternate 2	\$ 7,500.00	Alternate 3	\$ 7,500.00	
	(L) Total	\$ 170,858.67	(M) Total	\$ 137,746.67	(N) Total	\$ 132,810.67	
	Electrical Sub	LC's Electric, Inc.	Electrical Sub	LC's Electric, Inc.	Electrical Sub	LC's Electric, Inc.	
	Electrical Sub Alt 1	LC's Electric, Inc.	Electrical Sub Alt 2	LC's Electric, Inc.	Electrical Sub Alt 3	LC's Electric, Inc.	

Reed Marshall
Project Manager - Reed Marshall

Jean Cooper
Witness

CONSIDERATION OF BID
COASTAL CENTER
COASTAL CENTER - HVAC REPLACEMENT AT HIGHLANDS 510
COASTAL REGION
STATE PROJECT NO. J16-9916-ML-(A)

The scope of work for this project includes replacement of identified HVAC systems covering a large area of the building. The existing chilled water fan coils will be removed and split VRF heat pumps will be installed. A new DX ventilation unit will be installed. The entire building system of new and remaining ductwork will be cleaned of rubbish, residue, dirt, etc. before installing the intakes and outlets. The new system will significantly improve Coastal Center's ability to control humidity and improve indoor air quality in the building.

The project was approved with FY 17-18 Comprehensive Permanent Improvement Plan at the July 20, 2017 commission meeting.

It is recommended that a contract be awarded for the **Base Bid** to **CAYCE COMPANY, INC.** of **FLORENCE, SOUTH CAROLINA** in the amount of **\$607,000.00**. DDSN has worked with Cayce Company, Inc. on past projects and has found this contractor to be responsible and to perform good work.

BASE BID: \$ 607,000.00

CONTRACT AMOUNT: \$ 607,000.00

Attachment: Bid Tabulation

Funds: Debt Service

Bid Date: November 13, 2018

Date: November 13, 2018

PROJECT NO.: J16-9916-ML-(A)
PROJECT NAME: Coastal Center - HVAC Replacement at Highlands Dorm 510
ARCHITECT/ENGINEER: Swygerl & Associates
BID DATE: Tuesday, 11/13/18
TIME: 2:00 PM
LOCATION: SCDDSN, Central Office, Room 247

SCDDSN Engineering and Planning
 3440 Harden St. Extension
 Columbia, SC 29203
 Phone: (803) 898-9796
 Fax: (803) 832-8188



BID TABULATION

	CONTRACTOR NAME	BID SEC	ADDENDUM NO. ONE	ADDENDUM NO. TWO	BASE BID	Electrical Subcontractor
1	Triad Mechanical Contractors Charleston, SC	√	√	√	\$689,018.00	Gregory Electric
2	Cayce Company, Inc. Florence, SC	√	√	√	\$607,000.00	Cayce Company, Inc.
3	C.R. Hipp Construction, Inc. North Charleston, SC	√	√	√	\$957,622.00	Metro Electric
4						
5						
6						

Reed Marshall, Project Manager

Witness

2019 Amendments for Review

11/8/2018

	Amendment #2	2019	Annual	Description	
Charles Lea Center	Special HASCI Residential	\$ 69,501	\$ 73,106	Residential placement of HASCI Consumer	Existing vacancy restored
Charles Lea Center	Capitated- CTH II	\$ 179,661	\$ 184,722	Restoration of vacancies at Cowpens CTH II	Existing vacancy restored
Charles Lea Center	Capitated- CRCF	\$ 67,898	\$ 73,106	Restoration of vacancy at Benchmark	Existing vacancy restored
Charles Lea Center	Capitated- CRCF	\$ (13,917)	\$ -	Reduction for vacancy @ Landrum I until filled	Reduction for vacant days
Charles Lea Center	Capitated- CTH II	\$ 67,898	\$ 73,106	Restoration of vacancy @ Conifer	Existing vacancy restored
Charles Lea Center	Capitated- CTH II	\$ 3,036	\$ -	12 days of vacancy at Brian Drive	Existing vacancy restored
Charles Lea Center	Capitated- CTH II	\$ (15,035)	\$ (19,255)	Vacant Band H at Weblin filled by Band G	Funding band difference H to G
Charles Lea Center	Capitated- CTH II	\$ 82,998	\$ 92,361	Restoration of vacancy @ Georgia CTH II for	Existing vacancy restored
	<i>Total</i>	\$ 442,040	\$ 477,146		

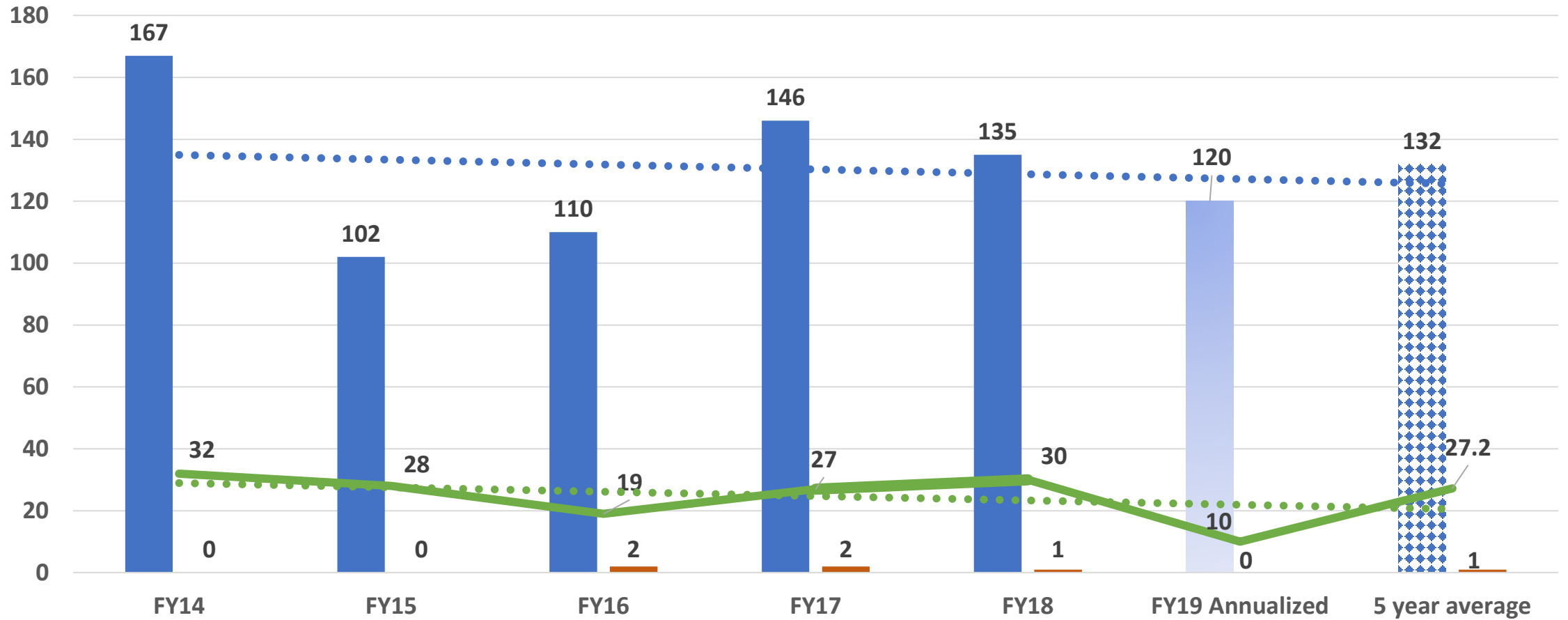
	Amendment #2	2019	Annualized	Description	
Sumter DSN Board	Capitated- CTH II	\$ 82,852	\$ 101,822	New CTH II bed at Pheasant	New development
Sumter DSN Board	Capitated- CTH II	\$ 82,852	\$ 101,822	New CTH II bed at Pheasant	New development
Sumter DSN Board	Capitated- CTH II	\$ 93,732	\$ 101,822	Restoration of vacancy @ Hartwell CTH II	Existing vacancy restored
Sumter DSN Board	Capitated- ICF	\$ 89,094	\$ 99,447	Restoration of vacancy @ Atkinson West ICF	Existing vacancy restored
Sumter DSN Board	Capitated- SLP II	\$ 2,562	\$ -	26 days of vacancy @ Magnolia Manor SLP II	Existing vacancy restored
Sumter DSN Board	Capitated- SLP II	\$ 30,253	\$ 35,969	Restoration of vacancy @ Magnolia Manor	Existing vacancy restored
Sumter DSN Board	Capitated- CTH II	\$ (77,684)	\$ (92,361)	Termination of vacancy @ Kendal CTH II	Vacancy Terminated
Sumter DSN Board	Capitated- CTH II	\$ 88,059	\$ 92,361	Restoration of vacancy @ Burns	Existing vacancy restored
Sumter DSN Board	Capitated- CTH II	\$ 69,701	\$ 73,106	Restoration of vacancy @ Burns	Existing vacancy restored
	<i>Total</i>	\$ 461,421	\$ 513,988		



Incident Management Reporting

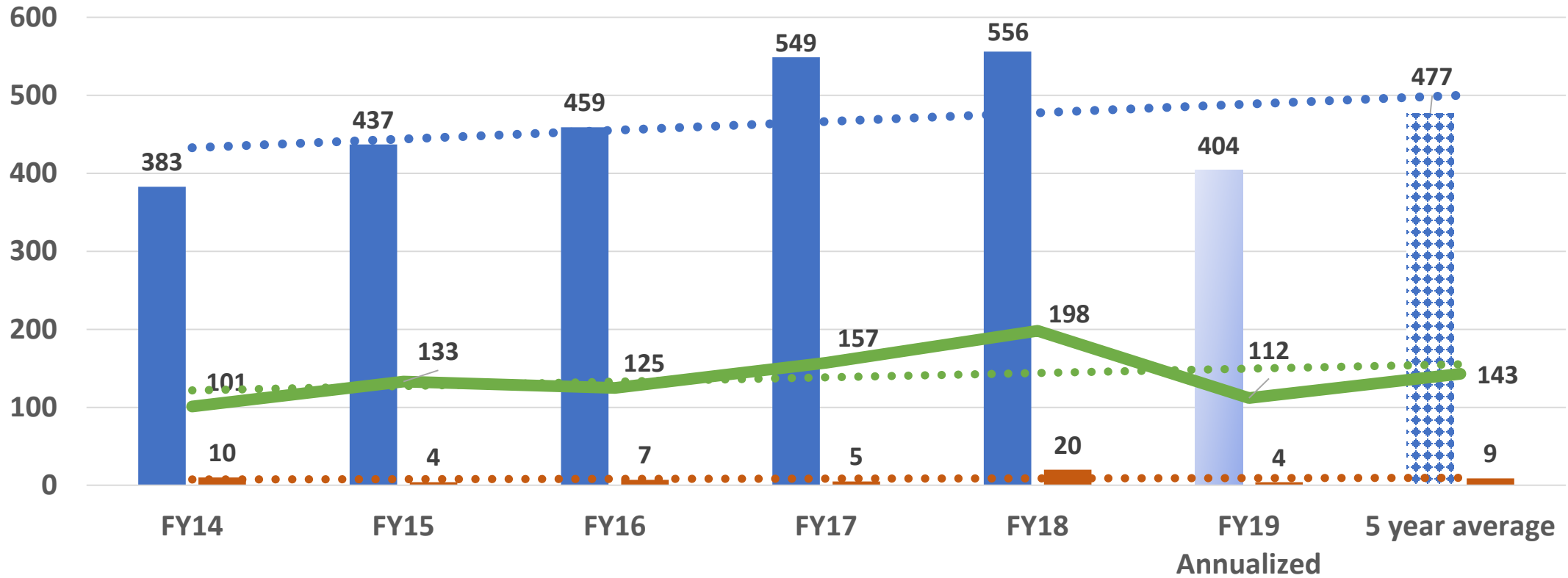


ANE Allegations with Comparison to Arrest Data and Administrative Findings- Regional Centers



- ANE Allegations
- # of Administrative Findings*
- Linear (# of Administrative Findings*)
- # of Criminal Arrests
- Linear (ANE Allegations)

ANE Allegations with Comparison to Arrest Data and Administrative Findings- Community Residential

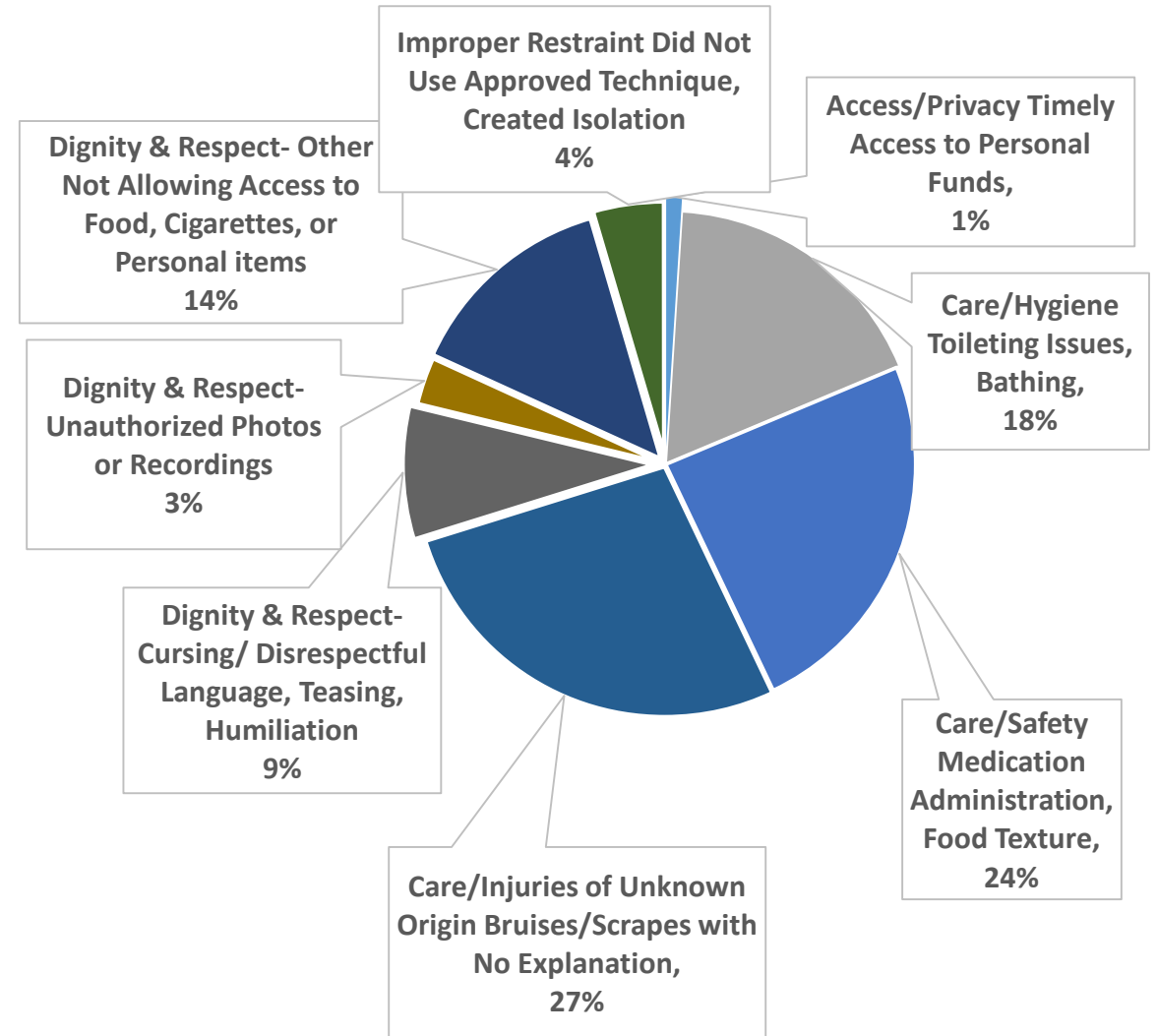


- # ANE Allegations
- # of Administrative Findings*
- # of Criminal Arrests
- Linear (# ANE Allegations)
- Linear (# of Administrative Findings*)

Categorization of Criminal Arrests Community Residential and Regional Centers	FY11- FY18	8 year average	FY18 (only)	Difference 8 yr. avg./ FY18
Category of Conduct Leading to Criminal Arrest	Frequency		Frequency	
Threatening Victim Without Physical Contact	2	0.25	1	0.75
Theft of Consumer Medications	2	0.25	1	0.75
Fraud with Consumer Funds	7	0.88	2	1.13
Neglect of Consumer – No Physical Contact	6	0.75	0	-0.75
Strike Causing Bruising- No Substantial Injury	35	4.38	10	5.63
Strike- Substantial Injury	4	0.50	1	0.50
Push- No Substantial Injury	1	0.13	0	-0.13
Push with Fall- Substantial Injury	3	0.38	0	-0.38
Sexual Abuse	3	0.38	0	-0.38
Failure to Report	7	0.88	6	5.13
Total	70	8.75	21	12.25

In addition to the arrests noted above, there were 2 arrests for one incident of physical abuse in a DDSN Contracted Day Service location in FY18.

Standard of Care Violations Community Residential FY18 Summary



SCDDSN Incident Management Report 5 year trend data

Through 9/30/18

Death Reporting <i>as of 11/12/18.</i>	FY14	FY15	FY16	FY17	FY18	FY19 annualized/ YTD	5 Year Average
# of Deaths Reported- Community Settings¹	59	65	63	78	73	92/ 23	68
Rate per 100	1.4	1.8	1.4	1.6	1.5	1.9/0.5	1.5
# of Deaths Reported- Regional Centers	31	31	26	24	27	24/8	28
Rate per 100	4.0	4.1	3.6	3.4	3.8	4.4/1.1	3.8
Critical Incident Reporting <i>as of 11/12/18.</i>	FY14	FY15	FY16	FY17	FY18	FY19 annualized/ YTD	5 Year Average
Pre- FY18 Methodology for # of Critical Incident Reports in Community Day and Residential Settings (includes major medical, 3 day hospitalizations, and business-operations events).	1277	1386	1666	1883			1553
Rate per 100	15.8	16.6	19.2	21.1			18.2
Current Methodology for # of Critical Incident Reports in Community Residential and Day Settings (EXCLUDES Major Medical, 3 day hospitalizations, and business-operations events based on revised Directive 100-09-DD, effective 11/1/17. FY14-FY17 data adjusted to permit comparison).	596	702	902	918	1071	1012/ 253	838
Rate per 100 with revised criteria	7.4	8.5	10.4	10.5	11.9	11.6/2.9	9.7
Pre- FY18 Methodology for # of Critical Incident Reports in Regional Centers (includes major medical, 3 day hospitalizations, and business-operations events).	224	241	287	323			269
Rate per 100	29.6	32	40	45.9			37
Current Methodology for # of Critical Incident Reports in Regional Centers (EXCLUDES Major Medical, 3 day hospitalizations, and business-operations events based on revised Directive 100-09-DD, effective 11/1/17. FY14-FY17 data adjusted to permit comparison).	21	54	78	108	144	128/ 32	81
Rate per 100 with revised criteria	2.7	7.2	11.0	15.4	20.4	18.2/4.5	11.3

¹ For FY19 Q1, ten residential consumers were receiving Hospice Care at the time of death. 4 deaths were related to cardiac issues and 5 deaths were related to respiratory issues.

May 2018 Conclusion

The uptick of these ANE indicators is not a function of inadequate ANE policies or management deficiencies to keep "predator" employees out of the system. Rather, it is a function of stress on the delivery system in a number of areas:

- Eroding direct care professionals' (DSP) capacity & capabilities due to high turnover and qualification of new candidates;
- Consumer population's increasing behavioral needs require DSPs with higher skill levels (67% of those awaiting placement on the critical needs list have high level support needs);
- Lack of standardized training for DSPs and 1st line supervisors; and
- The need for executive level training to ensure each provider has a robust risk management process to stimulate proactive ANE risk mitigation and lessons learned.

(Maley, May 2018)



Residential Observation

Alliant ASO Staff conduct unannounced Residential Observations in approximately 25% of each provider's settings during each Fiscal Year.

During the period 7/1/18- 10/31/18, 82 residential settings were reviewed and consumers interviewed.

- 2.4% (2/82) of reports documented consumer interviews where the person stated they felt unsafe because of a staff working in their home. An equal number of consumers stated they felt unsafe due to a roommate situation.
- 3.7% (3/82) of reports documented consumer interviews where the person reported information that resulted in an allegation of ANE. In one case, the allegation had been previously reported and investigated. In the other 2 cases, SLED declined to issue an intake, based on the vague details available. Interviews with DSPs found deficits in training for staff.
- 36.6% of Residential Observations found that consumers were not receiving assistance with the acquisition, retention, or improvement in skills necessary to live in the community, consistent with assessed needs, interests/personal goals.



DDSN's Multi-Prong Framework to Address this Increasing ANE Issue

1. Develop an immediate awareness/training program/curriculum for Direct Support Professionals.

- Awareness training will include non-attributable vignettes of actual ANE cases and lessons learned, as reactionary behavior contributes to approximately 2/3 of all arrests for ANE.

2. Develop new statewide training curriculum designed in content and communication style for direct support professionals, direct care supervisors and executive management.

- Pilot in Regional Centers First

3. Improve the Risk Management Process

- Begin at DDSN Central Office
- Proactive ANE risk mitigation
- Lessons learned

4. Pursue DSP recruitment through the school system certification program.

(Similar to CNA Curriculum in schools.)

5. Continue to pursue wage enhancements through the budget process.

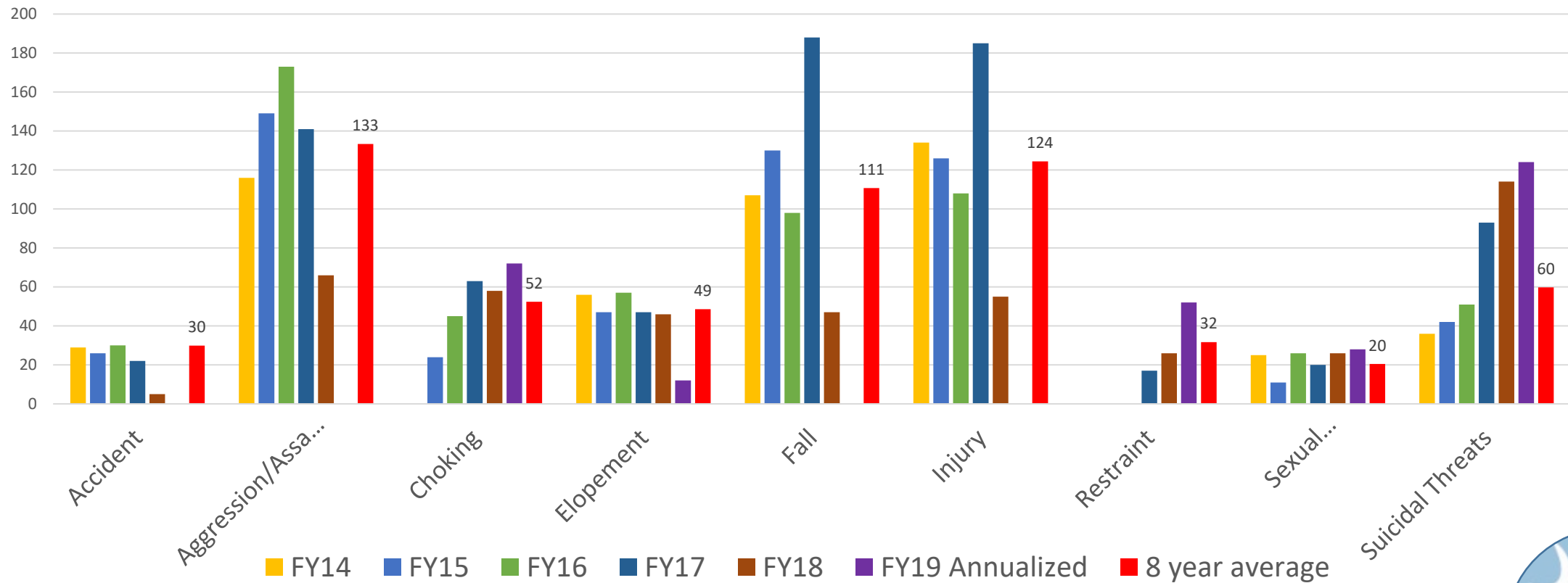
6. Establish policy regarding the use of cameras. Promote piloting its use.

7. Re-Emphasize Oversight and Training on Active Training in Residential Settings

- Lowers aggression/agitation risks
- Improves DSPs' skills to prevent/de-escalate behaviors
- Changes to policy, training, technical assistance, and audit necessary



Critical Incident Trends in Community Residential Settings



Critical Incident criteria changed in FY18 to reduce the likelihood of duplicate reporting. Many medically-oriented event types were moved to General Event Reports in Therap.



SC Department of Disabilities and Special Needs
 Analysis of Case Management Activity
 Period Ended : 10/31/2018

FY 2019

	<u>Jul-18</u>	<u>Aug-18</u>	<u>Sep-18</u>	<u>Oct-18</u>	<u>Nov-18</u>	<u>Dec-18</u>	<u>Jan-19</u>	<u>Feb-19</u>	<u>Mar-19</u>	<u>Apr-19</u>	<u>May-19</u>	<u>Jun-19</u>	<u>Total</u>	<u>Mthly Avg</u>
Total CM Billing	1,812,357.54	2,002,656.95	1,723,962.82	2,030,324.24	-	-	-	-	-	-	-	-	7,569,301.55	1,892,325.39
MTCM Billing	(101,270.00)	(111,120.00)	(86,620.00)	(121,025.00)	-	-	-	-	-	-	-	-	(420,035.00)	(105,008.75)
Waiver CM Billing	<u>1,711,087.54</u>	<u>1,891,536.95</u>	<u>1,637,342.82</u>	<u>1,909,299.24</u>	-	-	-	-	-	-	-	-	<u>7,149,266.55</u>	<u>1,787,316.64</u>
Waiver CM Band Pmts	<u>1,633,668.30</u>	<u>1,630,370.08</u>	<u>1,630,737.98</u>	<u>1,702,236.96</u>	-	-	-	-	-	-	-	-	<u>6,597,013.32</u>	<u>1,649,253.33</u>
Over/(Under) Funded	<u>77,419.24</u>	<u>261,166.87</u>	<u>6,604.84</u>	<u>207,062.28</u>	-	-	-	-	-	-	-	-	<u>552,253.23</u>	<u>138,063.31</u>

FY 2018

	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>	<u>Feb-18</u>	<u>Mar-18</u>	<u>Apr-18</u>	<u>May-18</u>	<u>Jun-18</u>	<u>Total</u>	<u>Mthly Avg</u>
Total CM Billing	1,547,398.86	1,712,683.00	1,562,360.91	1,627,870.29	1,054,194.08	1,026,162.88	1,256,694.06	1,168,469.65	1,287,311.90	1,323,499.38	1,492,649.21	1,630,270.66	16,689,564.88	1,390,797.07
MTCM Billing	(64,215.00)	(67,130.00)	(56,400.00)	(67,025.00)	(56,695.00)	(47,070.00)	(65,885.00)	(54,065.00)	(53,040.00)	(54,315.00)	(57,845.00)	(92,905.00)	(617,865.86)	(51,488.82)
Waiver CM Billing	<u>1,483,183.86</u>	<u>1,645,553.00</u>	<u>1,505,960.91</u>	<u>1,560,845.29</u>	<u>997,499.08</u>	<u>979,092.88</u>	<u>1,190,809.06</u>	<u>1,114,404.65</u>	<u>1,234,271.90</u>	<u>1,269,184.38</u>	<u>1,434,804.21</u>	<u>1,537,365.66</u>	<u>16,071,699.02</u>	<u>1,339,308.25</u>
Waiver CM Band Pmts	<u>1,627,753.78</u>	<u>1,623,931.85</u>	<u>1,622,898.28</u>	<u>1,607,747.50</u>	<u>1,661,297.59</u>	<u>1,609,142.94</u>	<u>1,594,496.44</u>	<u>1,571,241.60</u>	<u>1,581,876.84</u>	<u>1,588,343.70</u>	<u>1,600,735.50</u>	<u>1,603,486.46</u>	<u>19,292,952.48</u>	<u>1,607,746.04</u>
Over/(Under) Funded	<u>(144,569.92)</u>	<u>21,621.15</u>	<u>(116,937.37)</u>	<u>(46,902.21)</u>	<u>(663,798.51)</u>	<u>(630,050.06)</u>	<u>(403,687.38)</u>	<u>(456,836.95)</u>	<u>(347,604.94)</u>	<u>(319,159.32)</u>	<u>(165,931.29)</u>	<u>(66,120.80)</u>	<u>(3,221,253.46)</u>	<u>(268,437.79)</u>

FY 2017

	<u>Jul-16</u>	<u>Aug-16</u>	<u>Sep-16</u>	<u>Oct-16</u>	<u>Nov-16</u>	<u>Dec-16</u>	<u>Jan-17</u>	<u>Feb-17</u>	<u>Mar-17</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Total</u>	<u>Mthly Avg</u>
Total CM Billing	1,407,001.91	1,392,058.12	1,556,610.51	1,346,499.93	1,025,154.70	990,857.24	1,252,677.69	2,064,663.99	1,241,235.44	1,360,062.19	1,132,615.10	1,395,804.74	16,165,241.56	1,347,103.46
MTCM Billing	(67,850.64)	(75,913.87)	(75,637.26)	(74,593.19)	(78,203.00)	(63,571.77)	(72,545.04)	(69,238.84)	(85,885.08)	(65,013.72)	(81,447.07)	(66,427.16)	(876,326.64)	(73,027.22)
Waiver CM Billing	<u>1,339,151.27</u>	<u>1,316,144.25</u>	<u>1,480,973.25</u>	<u>1,271,906.74</u>	<u>946,951.70</u>	<u>927,285.47</u>	<u>1,180,132.65</u>	<u>1,995,425.15</u>	<u>1,155,350.36</u>	<u>1,295,048.47</u>	<u>1,051,168.03</u>	<u>1,329,377.58</u>	<u>15,288,914.92</u>	<u>1,274,076.24</u>
Waiver CM Band Pmts	<u>1,501,478.19</u>	<u>1,509,279.76</u>	<u>1,516,383.60</u>	<u>1,520,633.10</u>	<u>1,714,205.38</u>	<u>1,569,988.58</u>	<u>1,578,268.23</u>	<u>1,587,107.38</u>	<u>1,601,760.61</u>	<u>1,607,225.17</u>	<u>1,613,225.75</u>	<u>1,617,458.50</u>	<u>18,937,014.25</u>	<u>1,578,084.52</u>
Over/(Under) Funded	<u>(162,326.92)</u>	<u>(193,135.51)</u>	<u>(35,410.35)</u>	<u>(248,726.36)</u>	<u>(767,253.68)</u>	<u>(642,703.11)</u>	<u>(398,135.58)</u>	<u>408,317.77</u>	<u>(446,410.25)</u>	<u>(312,176.70)</u>	<u>(562,057.72)</u>	<u>(288,080.92)</u>	<u>(3,648,099.33)</u>	<u>(304,008.28)</u>



SOUTH CAROLINA DEPARTMENT OF
Disabilities and Special Needs

Case Management Market Rate

DSN Commission

November 2018



Background

- In early April 2018, SC DHHS advised DDSN to resume the 2014 plan requiring DDSN providers to use market based case management rates of \$25.20 (in-person) & \$15.50 (office) per 15 minute unit.
- Current monthly capitated rate is \$139/month.
- Start date for case management market rates has not been set to permit transition time, but projected start in early 2019.



Analysis of Monthly Provider Billings Using Planned Market Rates Compared to Monthly Capitated Rate (\$139)

Month of 2018	Average Provider Market Rate Revenue	Estimated Revenue/Consumer	Estimated Revenue/Reduction/Consumer
October	52.1%	\$72	\$67
September	45.4%	\$63	\$76
August	52.8%	\$73	\$66
July	47.6%	\$66	\$73
June	43.1%	\$60	\$79
May	39.9%	\$55	\$84
April (Month of Change – Not Measured)	--	--	--
March (Month Prior to Change)	31.5%	\$44	\$95



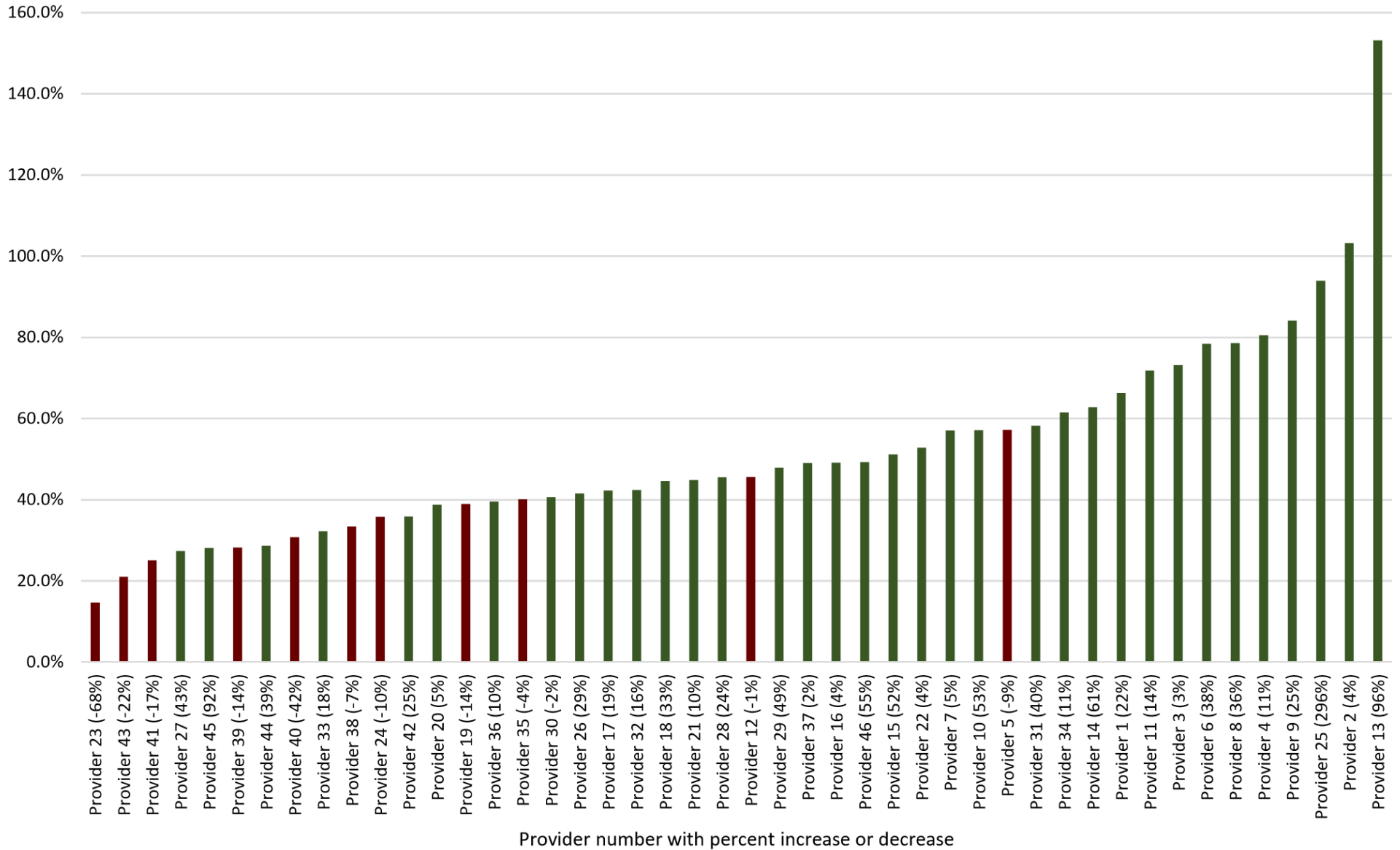
Going Forward

Factors/Risks/Opportunities

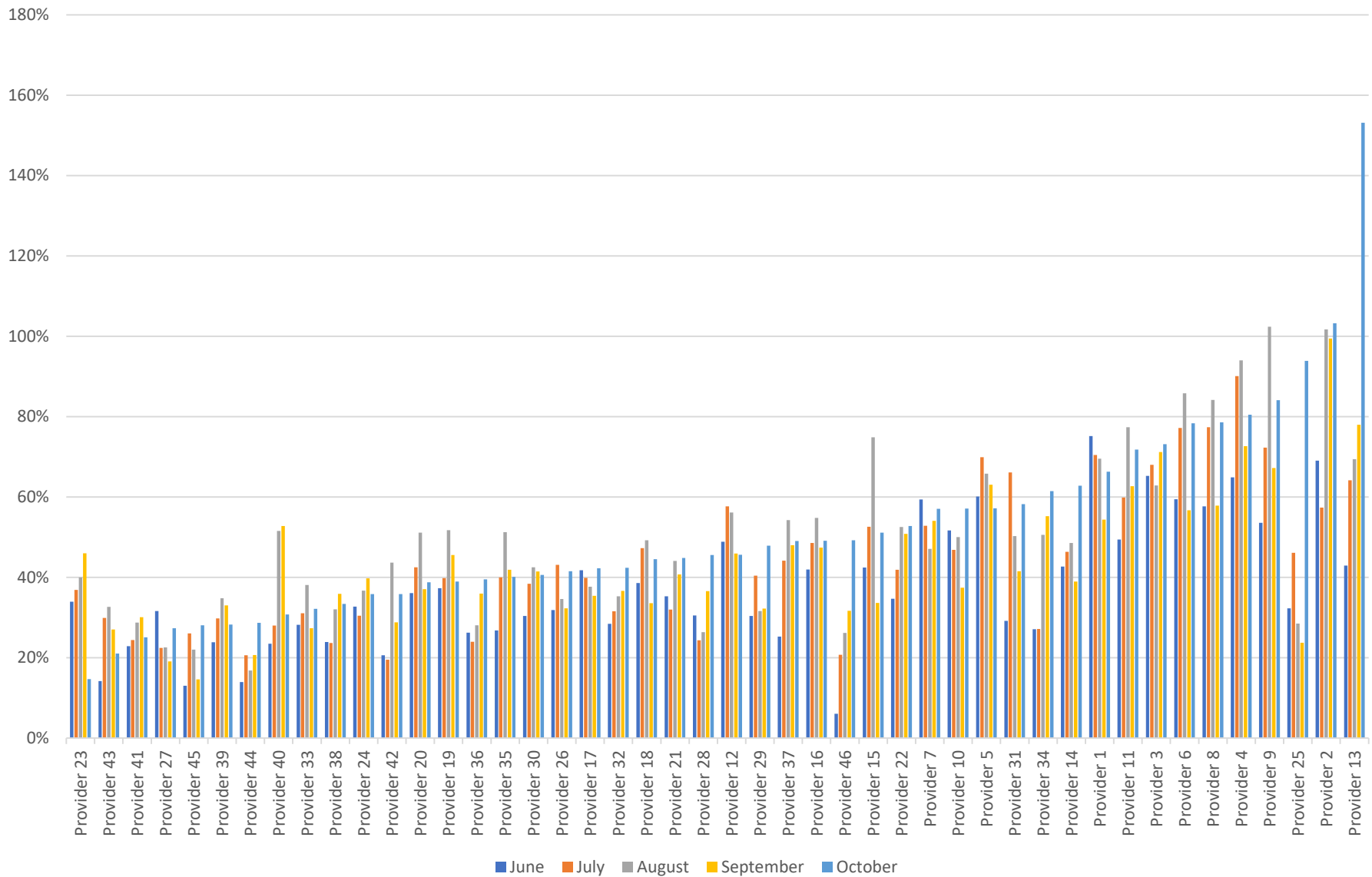
- Factor: Mercer rate study due in early 2019 will address case management rates, which may have an impact.
- Opportunity: Providers still have room to improve productivity and billing efficiency.
- Opportunity: In-process of establishing Waiver Case Management policy, which will create additional opportunities to provide billable services.
- Risk: If implemented as currently projected, some providers will likely cease case management services, which will create a measurable risk of impacting the service delivery system.



Percent of Current Band Payments if Waiver Billed at \$25/\$15 October 2018



Percent of Current Band Payments if Waiver Billed at \$25/\$15 June-October Comparison





SOUTH CAROLINA DEPARTMENT OF
Disabilities and Special Needs

Attachment J

Clarification of the HASCI & CS Waiver Renewals

DDSN Commission Meeting

November 15, 2018



HASCI and CS Renewal

Addition of Services: (Memos in Binder)

- CS Added coverage of 2 assessments matched with accessibility services
- HASCI added 3: 2 assessments matched with accessibility, 1 pest control/bed bugs

Removal:

Prescription drugs because limits removed from State Medicaid Plan.

Other Changes are Administrative:

- Reserved Capacity criteria
- Nursing Facility Level of Care changes and ability to exceed the service limits if at risk of institutionalization for Medicaid Waiver Nursing, Attendant Care and Incontinence Supplies.



Clarification of HASCI Manual Revisions

Waiver	Renewal Planning Start Date	Renewal Effective Date	Expiration Date
HASCI	7/24/2017	7/1/2018	6/30/2023

- Implementing the HASCI Waiver Renewal approved by CMS on 7/1/2018 was not meant to circumvent the 8/16/2018 Executive Limitations Policy.
- Given the contractual relationship DDSN has with SC DHHS to implement the HASCI Waiver, the Commission can make changes to the waiver through requesting Waiver amendments to SC DHHS.
- Under the new 8/16/2018 Executive Limitations Policy, any future waiver renewals or amendments will be processed through the Policy Committee.





Relevant Authorities

SC State Statute: SECTION 44-20-220: "The commission shall determine the policy and promulgate regulations governing the operation of the department and the employment of professional staff and personnel."

CMS Instructions for Waiver Administration & Operation: "A waiver may be operated directly by the Medicaid agency or by another state agency (termed the "operating agency") under a written agreement with the Medicaid agency, so long as the Medicaid agency retains ultimate authority and responsibility for the waiver."



Date	Renewal Process Action
7/24/2017	First formal meeting with DHHS to discuss the HASCI Waiver Renewal
9/19/2017	Public forum held to gather recommendations from stakeholders
9/20/2017	Public forum held to gather recommendations from stakeholders
9/21/2017	Public forum held to gather recommendations from stakeholders
9/26/2017	Public forum held to gather recommendations from stakeholders
2/15/2018	Waiver Document posted for public comment
3/15/2018	DDSN Commission Presentation on HASCI Public Comment and Renewal
5/25/2018	Waiver Document posted for public comment
6/27/2018	Waiver Document Submitted to CMS
6/2018 through 7/2018	Waiver Manual revisions forwarded to DHHS for review/approval
9/17/2018	Notification from DHHS that waiver renewal was approved by CMS

South Carolina Department of Disabilities and Special Needs

FY 18 Monthly Report-- Waiver Process Performance

November 1, 2018

	CSW	HASCI	ID/RD	Total
Analysis of Waiver Slots:				
Budgeted Waiver Slots	3,409	1,055	8,576	13,040
Enrolled Waiver Slots	2,974	909	7,872	11,755
Available Waiver Slots	435	146	704	1,285

Available Waiver Slots Comparison:

Three Months Ago	387	159	748	1,294
Six Months Ago	377	175	841	1,393
Twelve Months Ago	257	183	1,150	1,590

Analysis of Pending Waiver Slots:

Total Pending	584	97	620	1,301
Avg. Days Pending	386	334	274	329
Pending Greater than 6 Months	360	61	351	772

Avg. Days Pending Comparison:

Three Months Ago	377	297	336
Six Months Ago	332	250	276
Twelve Months Ago	not measured	not measured	not measured

Analysis of Waiver Slot Movement-Rolling**Average 12-18 Months Prior:**

Awarded	720	125	1,589	2,434
Enrolled	192	43	533	768
Removed	459	63	889	1,411
Pending > 1 year	69	19	167	255
Conversion Rate (Enrolled/Award)	27%	34%	34%	

Conversion Rate Comparison:

Three Months Ago	25%	29%	39%
Six Months Ago	not measured	not measured	not measured
Twelve Months Ago	not measured	not measured	not measured

Estimated Cost to Eliminate Waiver**Waiting List:**

Current Waiver Waiting List	5,171	none	8,772	
X Current Conversion Rate	x 27%		x 34%	
Estimated Waiver Slots Required	1,396		2,982	4,378
X \$14,000 B or I Band	x \$14,000		x \$14,000	
X 30% State Match	x .30		x .30	
Estimated Cost to Elim. Waiver Wait list	\$5,863,200	\$0	\$12,524,400	\$18,387,600

NOTE: CURRENT System Capacity to Reasonably Enroll is 1200/year

Waiting List Length of Time (Years):

Jul-18	1.5	0	3.4
Jul-17	0.8	0	4.0
Jul-16	2.3	0	3.5
Jul-15	4.5	0	4.6

Opportunities to Improve -- Process Improvement Initiatives:

PROBLEM-INORDINATE TIME TO CONVERT SLOT AWARD TO ENROLLMENT; ACTIONS: 1) Require Medicaid prior to slot award; 2) case worker assigned prior to slot award; 3) education prior to slot award; 4) CSW to ID/RD without starting enrollment over; 5) six month limit on holding the slot award; 6) Re-examine respite model

Report & Methodology Owner Ben Orner

**South Carolina Department Of Disabilities & Special Needs
As Of October 31, 2018**

Service List	09/30/18	Added	Removed	10/31/18
Critical Needs	97	32	36	93
Intellectual Disability and Related Disabilities Waiver	8597	242	67	8772
Community Supports Waiver	5054	226	109	5171
Head and Spinal Cord Injury Waiver	0	17	17	0

Report Date: 11/6/18



SOUTH CAROLINA DEPARTMENT OF
Disabilities and Special Needs

Quarterly Waiting List Report

DSN Commission Meeting

November 15, 2018



Pending Waiver Slots

Pending Waiver Slots				
November 1, 2018				
	CSW	HASCI	ID/RD	Total
Analysis of Waiver Slots:				
Budgeted Waiver Slots	3,409	1,055	8,576	13,040
Enrolled Waiver Slots	2,974	909	7,872	11,755
Available Waiver Slots	435	146	704	1,285

*1301 slots awarded – pending enrollment



Waiver Waiting List

<u>Waiver Waiting List</u>	CSW	HASCI	ID/RD	
Current Waiver Waiting List	5,171	none	8,772	13,943
X Current Conversion Rate	x 27%		x 34%	
Estimated Waiver Slots Required	1,396		2,982	4,378

- Establishing a conversion rate is the generally accepted method to estimate waiver waiting list cost and individuals.



3 Reasons Why Conversion Rates Are Low

- There are currently 13,943 individuals on Waiver Waiting lists
- **First Reason:** Of the 13,943, 4,326 individuals are on both lists, which leaves 9,617 unduplicated individuals on the waiting lists. Because person is on both lists they have to turn down one slot (can't be enrolled in two waivers).
- **Second Reason:** 68.5% of the 9,617 individuals are under the age of 21
 - Individuals under 21 are served primarily through State Plan Medicaid and are in school
 - Waiver programs offer only Respite Services to this demographic
- **Third Reason:** Selected competing service packages such as CLTC Waiver or MCO
- The above results in requiring an estimated 4,378 waiver slots to meet all consumers' needs on the waiting lists
- Adding process step to require Case Manager to report the reason for slot declination



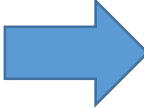
Immediate Action: Over-Extending Slot Awards

Released 300 ID/RD Slots Above Allocated Funding
Effective 11/14/2018

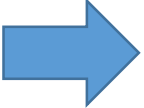


Process Improvement Initiative

Intake

- 
- Feasibility study of selecting a single provider to perform intake and subsequent case management

Waiting List/Enrollment

- 
- Medicaid Eligibility prior to Slot Award
 - Early assignment of Case Management
 - Coordinate Medicaid financial lookback.
 - Eliminate unnecessary LOC work when transferring waivers
 - Reauthorize slot award after 6 months

