**The information below is being sent as a follow-up to the attached Director’s Weekly message dated 2/10/19.**

ROLE OF DODD’S OFFICE OF SYSTEM SUPPORT & STANDARDS (OSSAS)

DODD’s former Office of Provider Standards and Review (OPSR) has been renamed the Office of System Support & Standards (OSSAS). It will continue to remain in the Division of Legal & Oversight.

In addition to the continuation of regulatory reviews, OSSAS will be focusing on provider supports and service coordination (SSA and QIDP) supports, and the development of a prescribed, statewide assessment and service plan. A clear objective of this office is to enhance the culture of service coordination to support individuals in a person driven manner. The scope of the change will include the functions related to the roles of Service and Support Administrators, Qualified Intellectual Disability Professionals, and those that supervise them.

OSSAS team members will be reorganized to support these efforts in the following manner:

* Regulatory:
  + Kristi Williams, Provider Compliance & Licensure
  + Vanessa Prather, Provider Compliance & Licensure
  + Julie Gregg, Provider Compliance & Licensure
  + Lisa Burt, Accreditation
  + Theresa Ryan, Sanctions
* Provider Supports
  + Angel Morgan
  + Ann Weisent
* Service Coordination Supports
  + Beth Chambers
  + Lisa Ahlersmeyer
  + Heidi Davidson

Kelly Ferenbaugh has transitioned from DODD’s Division of Policy and Strategic Direction to the OSSAS office. Her primary area of focus will be facilitating the process for the development of the single service plan. She will work closely with each of the above groups.

All statewide OSSAS Review Specialists will continue to complete regulatory reviews as well as potentially assist with Provider and Service Coordination Supports.

A statewide assessment and ISP template will be developed by the end of 2019. Efforts toward this outcome will begin with a statewide work group that will be composed of various stakeholder members.

Training and resources will be developed that will lead to the implementation of a pilot. Statewide implementation of the training and template is expected to occur mid 2020. Throughout the pilot and beyond, feedback and a review process will be used to make adjustments to templates and trainings. The focus of the statewide implementation will be on quality person-centered planning. The initial focus will be on a standard assessment and plan template.  DODD will not be creating or mandating the use of specific software as part of the initial roll-out. Any plans for connection to IT/data systems will begin once the template has been tested and put into statewide use.

As we begin this transformation, OSSAS is going to narrow the focus of regulatory reviews to better support the efforts and resources in the field as we transition to a single service plan. The current agency review tool is attached. Please note that any question that is shaded will not be reviewed for compliance during routine reviews. Similar changes will occur in the Independent and ICF tools.

Reviews will focus on minimal compliance in these planning areas to meet the following standards:

* Current assessments and service plans created for individuals receiving waiver services must include and/or address the following standards to be minimally compliant:
  + Health & Safety
  + Outcomes (that includes what progress looks like for the person)
  + Restrictive measures are interwoven
  + Clear direction around frequency of the scope of supports
    - Information must be shared and/or included in the plan that enables providers to know the what, when, and how to provide the service supports the team has determined each person wants and needs
* Support individual’s participation in their greater community
* OSSAS will continue to ensure plans and plan implementation include:
  + - Supports that align with the person’s personal interests
    - Individuals have a say in scheduling meaningful non-work activities
    - Available transportation
* Adult Day Services /Vocational Habilitation Services/Group and Individual Employment and Career Planning
* OSSAS will continue to ensure plans and plan implementation include:
  + The service supports that the person is receiving aligning with the service that is authorized and the interest of the individual
  + If ADS is authorized supports can include:
    - Participate in chosen community activities
    - Working on problem solving skills
    - Skill reinforcement
    - Education in self-determination
* If ADS is authorized individuals should not be paid
* If VHS is authorized plans should include:
  + If path 1 or 2, individual should want employment
  + If path 3 or 4, activities to help someone advance on the place on the path to community employment or to help someone decide if they do or do not want to work in the community
  + Activities/services with reachable time-frames including information on what progress looks like
* The cost projection tool is a part of the plan as it relates to frequency of the service and should be utilized as such.

Thank you,

OSSAS Management Team