

**Shawnee County CDDO  
Affiliate Meeting Minutes  
May 20, 2020**

Present: AIS, Arc of Douglas County, Becky's Bridges, CALM, Capper Foundation, Caring & Compassionate Care, Compassionate Care Community Services, Dream Catchers, Equi-Venture Farms, Exploring Life, Game Time Living, Life Bridge, Loving Hearts Training Center, Monaco & Associates, Pearlie Mae's, RICO Services, S&L Ranch, Serenity, SLI, TARC, SNCDDO

- Updated guidance from the State of Kansas effective Friday 5/22: Moving to a setting of maximum 15 individuals.
- Re-opening plans: All providers including TCM agencies are required to submit their plans to the CDDO by end of business on Friday 5/22. The CDDO will review on Tuesday 5/26. If we have suggestions we will get those back to providers by 5/28 so we can have them reviewed by 5/29. Some have already been reviewed and addressed. KDADS is asking the CDDO to make sure that providers are adhering to them. The CDDO will notify the state when a provider is opening up. We will review them and resubmit new information to the state every 2 weeks. Plans will change and may be revised as needed.
- BASIS assessments: When the TCM's are sending the invites, please include the call in information on the invite so people don't have to go searching for it later.

**Q:** On the guidance from KDADS, we are to begin reopening settings in accordance with phase 3 of the Governor's plan, I'm confused since we're not there yet.

**A:** There's been a lot of questions and we were supposed to be getting additional guidance. We received something Friday that's already changed today. It's such a fluid situation and we're trying to figure it out as we go.

**Q:** We were just on an Interhab call with Amy Penrod. I got that they are really expecting each of the areas to follow the local health department. We would begin to open in accordance with what Shawnee County is doing.

**A:** Correct, that is what the plan is going to be. There were questions about the State vs. Shawnee County. We will follow the county moving forward.

**Q:** Will the Health Department be putting out written guidelines?

**A:** We have had several conversations with the Health Department and at this point in time we do not have specific guidance but we will be sending out some attachments and emails. We did send the Checklist form to the Health Department for feedback. They are very well aware that we are trying to collaborate to get individuals into whatever the new normal is going to be.

- Tiffanie reviewed the Checklist for individuals returning to day services. Johnson County came up with the checklist and we have revised it based off of our area. In this form we are going to expect that the TCM's are going to work with the providers and the guardians. The purpose is to ensure discussion and participation from everyone on the team. TCM's may prioritize by individuals who are returning to day services first, the individuals they know are not considered medically fragile. There will be a lot of questions and concerns, so if an agreement is not made by the team, you can reach out to the CDDO. We understand not everybody will be on the same page but we want this to be a team approach to what is the best decision for the individual. If the decision is made not to return to day services at the time of the meeting, you need to document when you're going to have your next meeting to discuss that. Discussion was opened up to providers for suggestions and additions to the checklist. Suggestion: add how transportation will be handled to the checklist.

**Q:** With the BASIS being done by Zoom, is there anyway that we could get local numbers? Some of our clients don't have long distance and it's been very hard to connect with everyone on the meetings.

**A:** Some providers have been able to use the out of state numbers but have someone conference in the people that don't have long distance.

**Q:** Does the checklist need to be completed for individuals in self determination?

**A:** This is only for individuals who are receiving day services through an agency.

**Q:** What should the interval between meetings be if they don't decide to go back to day services?

**A:** Approximately 2 to 3 weeks would be a good time to touch base.

**Q:** The CDC guidelines lists Pulmonary Hypertension as one of the heart conditions. Can you expand the list definitions. I've found that people having Hypertension are being classified as heart conditions, and I believe these are different conditions.

**A:** The guidance from the SNCO HD will have the link to the CDC website and we will attach this.

**Q:** When will case managers be reaching out and start doing this? It might be confusing for some people if we've already talked to them.

**A:** If you are a provider if you are aware of someone who their wishes had been shared I would email the case manager so that gives them a headstart.

**Q:** it looks like CP and paraplegia was added to the list? is that from the CDC or Shawnee county health dept list?

**A:** We can follow up with Johnson County and find out exactly where they got that from, but they've been following the State of Kansas guidelines. It doesn't mean that they can't come back to services, it's just to consider.

**Q:** Can we get an update of provider timelines for reopening? It is hard to have a discussion if we don't know dates of providers re-opening.

**A:** We don't have a timeline for all the providers just yet. That's going to be a fluid situation as well and changing.

**Q:** Will the BASIS assessments in June be over the phone?

**A:** At this point in time all the assessments are going to be done through the phone through the end of June at least.

**Q:** These checklists can be done by zoom or by phone at this point?

**A:** Yes

**Q:** Could you send out an updated checklist of persons with what they're considering high risk? Also, as TCM's, how can we ensure collaboration with residential and day providers?

**A:** We will forward you the updated reopening plan and the link to the CDC guidance. If you have some struggles or some difficulties you can reach out to the CDDO. We are not going to be able to solve every problem either, we just want to make sure the individual being supported has the opportunity to return when it is safe. Sometimes you need to look at emotional and behavioral issues as well.

**Q:** Is the state wanting an addendum to be completed following these conversations to identify the supports needed to return to day services safely

**A:** No, this will be uploaded under the supports section and we'll send this out so you know exactly where to upload it. There will be a title called Emergent Checklist so it will be in the same section with the PCSP and the service provider choice form

**Q:** Will this be a required document that the State wants in the client's file?

**A:** This isn't a state form this is our form that we came up with so the teams would have some direction. The State has not put any requirements on this specific form.

TCM's were offered the opportunity to remain on the call to ask further questions. There were no additional questions or comments. Attachments mentioned were sent out on 5/20.

Next Meeting:

May 27, 11:00