

**Shawnee County CDDO
Affiliate Meeting Minutes
February 10, 2021**

Present: Jesse Cox, Loving Hearts Training Center; Jason McKenney, GT Independence; Stephany Semple, Angie Dougan, TARC SD; Shawna Hauck, Sara Ditch, Caring and Compassionate Care; Jenell Jones, Pearlie Mae's; Sarah Leishman, ResCare; Erica Koontz, Marquise Blackwell, LifeBridge; Robert Haddon, Juvy Haddon, Supportive Living; Frankie Holloway, Equi-Venture Farms; Monica Pfannes, Mark Gonzalez, Mosaic; Vince Garcia, R.I.C.O. Services; Rachel Drew, Veronica Snider, Serenity Case Management; Quinta Avance, Avance-d Community Alternatives; Eileen Doran, Shelby Fry, Laura Marple, TARC; Sally Martin, TARC TCM; Becky McCall, Becky's Bridges; Ramona Macek, Kathy Stiffler, Capper Foundation; Sara Dinkel, Dream Catchers; Tim Gorton, Traci Vincent, SLI; Amy Harmon, CALM; Amy Vickers, Positive Impact; Dave Skinner, Sharon Kimbrough, Monaco; MaryAnn Hughes, Holly Mace, Sonia Hill, Sunflower Supports; Rebecca Guerera, Helpers Inc.; Angie Reinking, The Arc of Douglas County; Beverly Weber Cobb, Circle of Friends; Lorraine Dold, Another Day; Sabrina Winston, Coleen Hernandez, Tiffanie Krentz, Robert Smith, Julie Tilley, Christine Hurla, SNCDDO.

CDDO Updates/Reminders:

- Send any reopening plans to the CDDO. When you open for referrals, let us know so that we can reflect this on the Affiliate List.
- Vaccination Records can be uploaded to BCI under Medical. When uploading, you must hit **SAVE AND SEND** to send a notification to the Provider and TCM.
- All documents for BASIS assessments must be emailed 2 days prior to the meeting. We do need behavior tracking even if they're at home and not back in residential or day services. We still need to be educating and reminding families that they need to continue the behavior tracking.
- The Notice of Functional Assessment form has been updated ([attached](#)).
- We need tracing assessments completed right away for individuals who have been exposed. If a person is being tested we need to be notified right away & complete CIR.
- We continue recruitment for the Council of Community Members. Send Nomination forms to Coleen.
- Welcome new TCM agency Positive Impact, they now have their KMAP number. We continue to manage TCM referrals.
- When waiting for TCM referrals we still need to complete the Options Counseling before we can send them. Please note that making contact with families and doing everything through the mail or electronically can slow down the process.
- If you were in attendance via telephone, you may send an email to churla@sncddo to be credited for attendance.

State Aid Funding: A memo was sent out to TCM's about State Aid funding for unmet needs that we've allowed to be used for this fiscal year. If you have questions about the process or what might qualify, contact Robert Smith, rsmith@snccdo.org.

Day Service Attendance and Billing: A concern has been brought up with difficulty with billing. It's important to keep your attendance records and track time in and time out, and bill accordingly. Providers should not be billing when an individual isn't receiving day services. Discussion was opened up to providers regarding billing issues. Some providers expressed that the billing process through KMAP was much easier than through Sunflower. Providers mentioned that hopefully the billing issue will get resolved when COVID is over, due to the number of authorizations with no limits.

Larry Castro is still not going out and doing face to face. Please support him with getting the information he needs and scheduling video conferences to complete the National Core Indicator (NCI). He wanted to remind people that we need emergency backup plans in place. We've had a couple disruptions in placement. Check to make sure PCSP's are updated as well as monitoring the goals.

Vaccine Administration: Discussion was opened up to share how things are going with vaccine administration. Capper Foundation and Equi-Venture Farms shared they've had their second round of vaccines with a majority of individuals and about 20-30% of staff choosing to get vaccinated.

Vaccination and COVID-19 prevention protocols: Information was sent out 2/10/21 with guidance from several sources indicating to continue wearing a mask and social distancing after receiving the 2nd dose of vaccine.

CDC FAQ - <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/faq.html#mask>

CDC Clinical Considerations - <https://www.cdc.gov/vaccines/covid-19/info-by-product/clinical-considerations.html>

KDHE - <https://www.kansasvaccine.gov/faq.aspx>

Stormont Vail - <https://www.stormontvail.org/covid19/vaccine/>

John Hopkins - <https://www.hopkinsmedicine.org/health/conditions-and-diseases/coronavirus/covid-19-vaccine-what-you-need-to-know>

Q: How can individuals who have TCM only and don't have a provider get vaccinated?

A: They will have to wait due to the limited number of the vaccines right now.

Q: Do we need to upload the 1st and 2nd vaccine cards?

A: Some providers didn't upload until they got the 2nd one. If you have the 1st one it should be uploaded so we have a backup copy in case it goes missing, or in case the 2nd dose is not received so you have accurate records.

Real ID: When you enter a federal building you have to have the Real ID (driver's license with the star on it). It could be difficult to obtain the original copies of documents needed, so please start assessing now what are the barriers to getting the Real ID. Guardians may have to request some of those documents. The SSN card can be requested online but there is a charge.

Training Opportunities/Resources:

- January 26, 2021, 1:00 – 4:00 CDDO Training Session Two (BCI, Transition Checklist). Email churla@snccddo.org to sign up
- March 11, 2021, 8:30 – 12:30 CDDO Training Session One (CDDO Overview, Article 63, BASIS Assessments, Status Action Forms). Email churla@snccddo.org to sign up.
- **Webinar Series on utilizing Self-Direction, provided by GT Independence.** This will be offered in March. More info to come.

Next Affiliate Meeting:

March 10, 2021
11:00