



Ohio's Employment First Funding Re-design Work Group

Wednesday December 17, 2014

9:00a to 4:00p

Location: Fairfield County Board of Developmental Disabilities - Pickerington Office

Facilitators: Allan I. Bergman and Lisa Mills, PhD

Attendance: Greg Dormer (OOD), Joe Kowalski (DODD), Mary Vail (Goodwill Columbus), Greg Swart (DODD), Pete Moore (OACB), John Pekar (Fairfield/Vinton DD), Dan Ottke (Clermont DD/OAAS), Steve Koons (Goodwill Cincinnati), Vic Gable (Wood DD/APSE), Christina Miller (DODD), Clay Weidner (DODD), Lori Horvath (DODD), Monty Kerr (DODD), Kristen Helling (DODD), Debbie Hoffine (DODD), Dave Reichert (Cuyahoga DD), Jason Umstot (OPRA), Chris Filler (OCALI), Stacy Collins (DODD)

Not Present: Carmen Shelton (Advocate), Laura Zureich (Champaign/Shelby DD) and Rick Black (Butler DD)

- I. Revisiting Work Group Charge and Revised Timeline**
 - a. Allan completed a presentation to revisit the charge of the work group and revised timelines.
- II. Review of November 24, 2014 Meeting Minutes**
 - a. Minutes were initially approved as presented but later objected by Jason Umstot, OPRA.
 - b. The meeting minutes did not correctly show the vote regarding the statement, *"Employment Navigation can only be provided by an entity that also provides SSA functions. If the SSA also provides day/employment services, appropriate firewalls must be in place for Employment Navigation to minimize conflict of interest."*
 - c. It was reported that the vote was incorrect. The vote should reflect 11 in favor and 2 opposed.
 - d. A notation should be added indicating OPRA's objection regarding the firewalls statement to indicate "no other willing provider is available". *A county board that provides direct services cannot also provide SSA, unless there is no other entity in the geographic region to do so"*
 - e. A request was made for OPRA to discuss this further with Allan.
- III. Review of Updated Who Am I? Handout**
 - a. Discussion:**
 - i. Add the formal definition of Community Employment (competitive employment in an integrated setting) in document to ensure everyone is using a consistent definition.
 - ii. Some areas are missing 1:1 supports. All places on the path can access Integrated Community Supports.
 - iii. Change group ratios to say, "max. 4."

- iv. Change Place 3 to, *“I think I want to work, but still need help to understand my options.”*
- v. Evaluate /layout of document.
 - 1. Place 1: 4th row four, the sections are lettered incorrectly.
 - 2. Put the, *“all places section”* at the bottom, start with places 3 and 4.
 - 3. Look at changing the language in the statement, *“I want to pursue community employment, or I am already pursuing or working in community employment and I need help to navigate systems and services available to me.”* (All Phases, second row).
- vi. Add link to benefits resources under the work incentives section.
- vii. Sent the revised draft with the above changes to a sample of SSAs to obtain their feedback.

IV. Review of Updated Employment Navigation Description & Plan to Integrate into Targeted Case Management in State Plan.

- a. Employment Navigation Definition:
 - i. Remove last sentence, *“Targeted Case Management that includes employment navigation component is limited to no more than 100 hours per year.”*
 - ii. A question was raised regarding the plan for integrating Employment Navigation role into Targeted Case Management- Please see plan presented during the meeting.
 - iii. Will SSAs be able to perform in the Employment Navigation function prior to the core training on EN as prescribed by DODD? The concern was addressed that the group has spoken intensively how this role needs intensive training. The work group was asked if the *within 6-month* time limit was the consensus from the group. **No objections were noted.**
 - iv. Evaluate the potential to track SSA time dedicated to EN functions through the Employment First Outcome Tracking System or use of a code modifier.
 - v. Person-Centered Planning should include the tracking of an individual’s place on the employment path, the services and supports provided to move the person along the path, and the employment-related outcomes achieved by the individual as a result of the services and supports provided; specificity must be in the plan.
 - vi. Ensure to include that that the same level of course and competency-based training is required for those agencies that contract with county boards to provide Targeted Case Management.
 - vii. Data tracking- does not necessarily need to be through billing mechanism, but we need to evaluate the ways to gather the data needed. **A work group will be developed to begin evaluation of strategies for the collection of real time data and data tracking.**
 - viii. It was asked that a recommendation be made to increase qualifications required for the SSA responsible to provide Employment Navigation. This is not possible

due to this service being in the State Plan. Qualifications cannot vary between SSAs.

- ix. State Plan Amendment would require all SSAs to go through the course/training to meet the provider qualifications, even though the function of Employment Navigation may not be the responsibility of all SSAs in a county.
- x. Clear communication needs to be made available that this is not a new responsibility for SSAs. County boards will be able to localize how this is implemented.
- xi. Page 3, 5th bullet- *“Develops and maintains positive professional relationships with community, civic and business organizations, networking groups and the community in general for the purpose of promoting Employment First and community integration for individuals with DD.”* **Remove this bullet.**
- xii. Add language regarding Informed Decision Making (Informed Choice) into the Employment Navigation definition. **Make this the first bullet.**
- xiii. Page 2, *“Targeted Case Management that includes employment navigation involves four key components: providing information and facilitating informed choice with regard to employment goals, supports and services and service provider; facilitating access to needed services and supports; coordination of needed services and supports across various systems; and on-going monitoring of service quality, effectiveness and individual satisfaction with their supports and services, as well as the employment outcomes achieved.”* **Duplication- Remove.**

b. Informed Choice Process

- i. This would not apply to someone on place 1 or 2 on the Path to Community Employment .It would only be available to those on place 3 and 4 on the Path to Community Employment. Outline this in the Draft.
- ii. Free choice of provider and Informed Choice are confusing those in the field. Consider renaming this to “Informed Decision Making for Community Employment” or “Employment Experience.” Workgroup to discuss and make recommendation for new title.
- iii. Hours are listed as a guide, not a cap.
- iv. This is the minimum requirements but other aspects could be added to the service.
- v. Keep the components of the Informed Decision Making process in Employment Navigation, but revise the Employment First Rule to include the guidelines for Informed Decision Making.
- vi. A person could choose integrated day supports upon completion of an experientially-based informed choice process, if through an Informed Decision Making Process it was decided they did not want to pursue community employment. This decision would be reviewed periodically.
- vii. We need to ensure those who have experience with community employment are able to rely on recent, prior work history as part of the Informed Decision

Making Process. This should be discussed in Employment Navigation guidance and training.

- viii. This system transition and movement to the Informed Choice process will take several years and require formal system and provider planning and will not happen overnight.
- ix. Tie the Informed Choice Decision Making Process to a person's place on the Path. It should be linked to places 3 and 4.
- x. Continue to evaluate and address the potential strengths and weaknesses of the link between HPC and Integrated Day Supports.
- xi. The Informed Decision Making Process needs to be individualized.

V. Review and Discussion: Updated Service Definitions

a. Supported Employment- Individual Employment Supports

- i. Ensure we are explicit about the Free Choice of Provider.
- ii. Service Limitations: Similar facility based settings. Clarify and change sentence structure. Make two separate sentences out of the current sentence.
- iii. Do not add internships to SE- Individual. Internships are attached to the Integrated Prevocational service, which includes option of 1:1 staffing ratio. Add Fair Labor Standards Act (FLSA) language to this definition.
- iv. Change competitive integrated employment to community employment throughout definition.
- v. Job Coaching- reference to the statement, *"the first FOUR WEEKS OF EMPLOYMENT CAN BE FULL TIME, IF NEEDED. SUBSEQUENT TO THE FIRST PHASE AND NO LONGER THAN FOUR WEEKS."* Revise this sentence to ensure it is clear that an individual can receive full-time hourly job coaching longer than four weeks, but that after four weeks a fading plan must be in place.

b. Supported Employment- Small Group

- 1. *Transportation should be a separate service to assure the option and incentives to train individuals to use public or natural support options.*
- 2. Add language to the time limit section that indicates the time limit does not apply if someone is active in Supported Employment- Individual – pursuing or working in Community Employment.
- 3. Add individual small group to third paragraph.
- 4. Evaluate our current situations and relationships with businesses. Develop an exception policy for enclaves or crews of more than four people as long as they include a formal, written plan to reduce the size to four or fewer persons with disabilities.
- 5. Third paragraph- Change the wording from *service setting* to *employment settings*. *"Small group employment supports service cannot be provided in a provider owned, leased, or operated setting."* Evaluate entire document for the service setting language and make the revision to employment supports.

6. A larger discussion centered on the importance of the following shift in approach to enclaves and crews:
 - a. We need to begin to have the discussion with employers on hiring individuals who are in the enclaves in to current positions within their companies and onto their payrolls with comparable wages and benefits.
 - b. We should carefully plan this change on an individualized basis in order to clarify how individuals can access the service, as to not reduce the income of someone who is currently working more hours and being paid higher hourly wages in the small group than is available to them in a person-centered planning and employment development process.
 - c. Is there a way for providers not to bill the waiver but operate as a staffing agency with the for profit company where the enclave or crew is located?
 - d. How do we support individuals with disabilities to develop, own and operate small group business enterprises, with resources such as PASS plans, etc.

VI. Revised Reimbursement Methodology Spreadsheet Review and Discussion

- a. Current proposed model is based on Oklahoma with a more sophisticated approach looking at level of disability and length of time in employment.
- b. The challenge is we need an acuity tool that will work with the proposed reimbursement model in order to assure equal opportunity and equal access to Integrated Employment and Integrated Wrap-Around Community Supports for all; zero reject.
- c. Confusion was noted between unit and payment assumptions when unit identifies it as each/outcome but payment assumptions indicate hours per individual. This could be modified. The hours are there as a “placeholder” and estimates for the presumption of costs until we obtain real data from current experiences in the state.
- d. Supported Employment- Individual- Career Exploration Choice change annual cap to 1, remove 27 hours.
- e. Targeted Case Management- On-going Navigation- remove annual cap of 100.
- f. Discussion on which services should include a bonus- A recommendation was to incentivize the process someone should follow in moving through the Path to Employment. The proposed bonuses will remain in place for further evaluation and discussion.
- g. Add the Place on the Path to Employment into the Employment First Outcome Tracking System.
- h. Integrated Prevocational Service and Integrated Community Supports- Change modifier “Max. 1:4.”

VII. **Factoring Acuity into Reimbursement Models and Rates**

- a. We need to capture real data on current Supported Employment-Community participants and the amount of support they are receiving in relation to hours they are working. This will help us understand if the current acuity tools (e.g. AAI or DDP) are valid tools to use for measuring acuity in the new model.
- b. Propose capturing data for those who received waiver-funded Supported Employment Community in 2014. Evaluate current hours working, current hours of support being provided, and length of time on the job.
- c. Suggestions made we pick sample of individuals on IO waiver, so we can evaluate DDP as well.
- d. Workgroup members were asked to assist in collecting this data. A detailed description of the data request will be provided to workgroup members. They were encouraged to share with their colleagues (e.g. other counties; OPRA members; APSE members)
 - i. Information needed:
 1. Historical data (if available) on hours worked and supports provided over time for current jobs held by DODD eligible individuals (local or waiver funded) receiving Supported Employment-Community services.
 2. Real-time snapshot of four months (February through May, 2015)) where data is reported on hours worked, hours of support provided, and length of time on the job.
- e. The plan is to use the data to help assess validity of current acuity tools and to help inform the final reimbursement structure being proposed.

VIII. **Larger Discussion**

- a. The group was asked to continue to review information prior to meetings, so the time can be used to discuss feedback. We have tight timelines and we need to be consistent in our work and approach.
- b. Transparency is important to the work being done. We expect each member of the Work Group to communicate with others.
- c. **Fiscal Monitoring-Business Managers Work Group**- recommended that this begin in early 2015. Initial proposed members: Clay Weidner (DODD) and Rick Black (Butler DD). Additional names submit to Kristen Helling.
- d. Data- current system allows for cost projection, but DODD does not get documentation of outcomes/milestones completed through services authorized. A suggestion was proposed that if the authorizer of services was also the payer of service, this would address the problem. There is currently not a mechanism for feedback between County Board (authorizer) and DODD (payer) that the service was completed and that any expected outcomes associated with the service were achieved/delivered.
- e. Current Service Structure- Systems we have in place currently will not support proposed reimbursement structure.

- IX. Homework (Assignments to be completed by January 9th)**
- a. Review and provide feedback for the four service definitions by January 9 to allow Allan and Lisa time to review and revise and send out prior to January 29th meeting..
 - b. Review the rate-setting methodology used for Integrated Employment under SELF and SE-C.
 - c. Review the OOD VR Fee Schedule and related provider (staff) qualifications.
 - d. Review the rate setting models from other states:
 - i. Rhode Island, (pages 3-7 only)
 - ii. Oregon ReBAR PDF (pages 18-19 and 22-33 only)
 - iii. Oklahoma pricing methodology for SE-Individual
 - iv. Denver Options pricing methodology (Powerpoint slide)
 - e. Complete the Worksheet for developing hourly reimbursement rates based on your experience of delivering these types of services. Please direct any questions to Lisa Mills (LMills67@charter.net or 608 225 4326). Please send your completed worksheet to Kristin Helling by January 20.**
 - f. Plan for Integrating Employment Navigation role into Targeted Case Management Document. Please complete the chart included in your handout regarding prescribed core training content & competency determination and prescribed refresher training and content & Competency Determination for SSA and SSA Supervisor.
 - g. A guide (narrative and documents) will be developed and sent to the work group in the second week of January to obtain data for the AAI and DDP evaluation.
 - h. Data will be gathered for Individuals involved in OOD/DODD partnership
- X. Future Meetings- Location CDC**
- a. January 29, 2015 9:00a to 4:00p
 - b. February 26, 2015 9:00a to 4:00p
 - c. February 27, 2015 9:00a to 4:00p