

WV Developmental Disabilities Council
Comments on Chapter 513 I/DD Proposed Waiver Forms
July 8, 2011

WV-BMS-I/DD-1 Application: Is the number listed for APS Healthcare a fax number? Confusion could be avoided if it indicated whether it is a fax or phone number. If it is a fax number, it would also be helpful to add a phone number individuals could call if they have questions while filling out the form.

Re #6: Since not every person applying will have a Medicaid number, it would be less confusing if this was labeled “Medicaid Number, if applicable.”

Re #13: What is the purpose of asking for information regarding a Medical Power of Attorney at this juncture? The information may become important once an individual acquires a slot on the program but it has no relevance when they are only applying.

WV-BMS-I/DD -2 Freedom of Choice:

SC Agency block: The statement “All enrolled agencies that provide Service Coordination in your catchment area have been discussed with you” should be in the form of a box to check. Making the statement does not make it so.

Service Delivery Model block: The statement regarding the options for service models being discussed should also be in the form of a box to check indicating they have, in fact, been discussed with the Member and/or his representative.

Will there be a standard document provided to agencies/service coordinators to use in describing the various options to ensure consistent explanations across all agencies/providers?

WV-BMS-I/DD-5 IPP: A general concern with this document is space. Much of the information required on the first page (demographics) does not include enough space for the information even if it was typewritten, i.e., health care surrogate, medical power of attorney, payee, conservator.

Page 3 Circle of Support: How does the information gathered on this page then get incorporated into the rest of the document? There is no requirement here for a timeline to meet the short-term or long-term goals, nor information on persons responsible for helping to achieve the goals.

What is the point of asking a Waiver member about their “dream vacation” when this program will not support members to take a vacation?

Page 4 Summary of Assessment/Evaluations Results: As this form is designed, there likely will not be enough space in the boxes for the information required there, i.e. Medical.

Page 11 Interdisciplinary Team Signature Sheet: Since Members can now have a non-legal representative assist them in planning for and directing their services, there should be a relationship box labeled Non-Legal Representative.

An asterisk should be placed in the “Disagree” box since an asterisk explaining it has been placed below the chart.

WV-BMS-I/DD-7 Direct Support Service Log: Is there also a form for Task Analysis?

For individuals who receive sporadic support throughout the day, a form which indicates start/stop times each time support is provided seems overly burdensome. Individuals could conceivably end up with more than one page per day.

What does the column labeled “Identifier(ID)” mean?

WV-BMS-I/DD-7 Direct Support Progress Note: Although the Direct Support Service Log appears overly burdensome, the DD Council is very happy to see the Direct Support Progress Note will not need to be completed for each goal, each day! How, and by whom, is “out of the ordinary” to be defined?

Other: While reading and commenting on Chapter 513, the Draft Manual, there were instances when actions were called for that did not seem to have a related form in this document.

Those of particular importance were:

- A Fair Hearing Request form
- A Pre-Hearing Conference Request form
- A request form for a second Psychological Evaluation
- WV-BMS-I/DD-13 Assessment Data Modification Request form