

Dodge County Human Services
2013 Waiver Review Initiative

Dodge County's Home and Community-Based Service (HCBS) Waivers were reviewed by the Waiver Review Initiative March 2013. The primary goal of this review was to assure compliance by Dodge County Human Services in the administration of Minnesota's Home and Community-Based Service Waivers.

Dodge County Human Services was found to be inconsistent in meeting state and federal requirements in two areas. The agency is required to submit a corrective action plan to Minnesota Department of Human Services for each area.

1. All CCBI care plans must include a back-up plan. This plan is required to ensure that health and safety needs of participants are being met in the event of an emergency. Each back-up plan must include three elements:
 - The participants preferred admitting hospital; and
 - Emergency contact in the event that primary caregivers cannot be reached during an emergency; and
 - Back-up staffing plans in the event that primary staff is unable to provide needed services.

Beginning immediately, all HCBS Waiver cases care plans will have Dodge County's Emergency Back-up Plan form completed and attached to the current Community Support Plan. In addition, the adult unit has scheduled a strategic work meeting on July 17, 2013 with the goal of updating all support plan formats employed by human services to include the back-up plan

2. All Developmental Disability (DD) participants with a related condition will have a Related Conditions Checklist with a current signature. Case managers are required by Minnesota statute to determine eligibility annually. Participants with a condition related to developmental disability must confirm eligibility on an annual basis.

Beginning immediately, all participants with a condition related to developmental disability will be screened to determine continuing eligibility on an annual basis. Annually, DHS form 3848 will be completed and placed into the participants file.

