

Houston County

Waiver Review Corrective Action Plan

Site Visit: September, 2013

Report Issued: November, 2013

CAP completed: December, 2013

The following items three items were identified as Corrective Action Requirements for Houston County as a result of the Waiver reviews on September 17th and 18th.

- 1. Beginning immediately, ensure that each participant case file includes signed documentation that participants have been informed of their right to appeal on an annual basis.**

Background: DD case managers were unclear about the annual documentation requirement for right to appeal.

Background: AC and EW case managers had given documentation for right to appeal.

Corrective Action: In open DD cases we are using DHS-1941 to provide individuals with their right to appeal. In new cases the rights to appeal information will be located on the ISP signed annually.

Corrective Action: All AC and non-health plan EW clients sign DHS-1941 copy indicating they have received their right to appeal on reassessment. EW clients on health plans sign DHS-3214A indicating they have received their right to appeal.

- 2. Beginning immediately, ensure that all participants have an individual care plan that is current within the past year included in their case file.**

Background:

All care plans must be completed on at least an annual basis. At the time of review, there were two waiver participants who did not have a current care plan in their case file including one out of ten EW and one out of seven AC cases.

Corrective Action: Clients will have completed care plans on file, and care plans will document when client has entered a nursing facility. DHS-3427 filed when client is in facility for more than 30 days.

- 3. Submit the Case File Compliance Worksheet within 60 days of the Waiver Review Team's site visit.**

Corrective Action: The Compliance Worksheet was submitted with corrected data on 10/28/13.