

**Wabasha County**

**Waiver Review Corrective Action Plan**

Site Visit: March, 2013  
Report Issued: May, 2013  
CAP completed: June, 2013

The following three items were identified as Corrective Action Requirements for Wabasha County as a result of the Waiver Case Reviews on March 19-20:

**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:* CADI case managers had been using DHS-2727 but DD case managers were unaware of this requirement.

*Corrective Action:* Beginning immediately, DD case managers will include the DHS-2727 in their annual meeting packets. This will ensure that DD participants (or their guardians) annually receive notice of their rights and responsibilities, including the right to appeal.

**2. Beginning immediately, ensure that case files include the Related Condition Checklist for all DD participants with a related condition.**

*Background:* Wabasha County has used the Related Conditions Checklist (DHS-3848) whenever a person does not have a diagnosed developmental disability. Therefore, only when a person's full-scale IQ tests over 70, would the RC Checklist be used. In March, waiver reviewers informed Wabasha County that a RC Checklist must be used whenever a person does not have a *primary* diagnosis of a developmental disability (IQ under 70). However MR 9525.0016 Subp 3 indicates merely that a person "must have a diagnosis of developmental disability." The Rule does not indicate that a *primary diagnosis* is necessary for eligibility for case management. The RC Checklist Instructions (DHS- 3848A) also do not indicate that the document is to be used any time a person does not have a primary diagnosis of a developmental disability.

In the case of the child reviewed (EM), his IQ was 69. He had mild mental retardation, and therefore a RC Checklist was not completed. The fact that EM had Autism listed as his primary diagnosis does not take away from the fact that he also has a diagnosis of mild mental retardation, which makes him eligible for case management.

*Corrective Action:* Wabasha County will begin using the MR Checklist for all clients whose primary diagnosis is not mild, moderate or severe mental retardation, but the county would like to see both the instructions and the rule indicate that this is a requirement.

*Recommendation for DHS:* Information given by reviewers should match the current RC Checklist Instructions and MR 9525.0016, Subp. 3.

**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 5/16/13.