

HCBS Final Rule Evidentiary Package

Bass Lake Townhomes (7360)



Setting information

Setting name: Bass Lake Townhomes (7360)	ID number: 24492
Street address: 7360 Bass Lake Rd, New Hope MN 55428	Phone: 612-314-1002
Website, if applicable: https://www.touchstonemh.org/ (https://www.touchstonemh.org/)	Date of site visit: 1/7/2019

Waiver service type

Waiver service	Service type
<input type="checkbox"/> Alternative Care (AC) <input checked="" type="checkbox"/> Elderly Waiver (EW) <input checked="" type="checkbox"/> Brain Injury (BI) <input checked="" type="checkbox"/> Community Access for Disability Inclusion (CADI) <input type="checkbox"/> Community Alternative Care (CAC) <input type="checkbox"/> Developmental Disabilities (DD)	Customized living

Reason for heightened scrutiny

Prong type	Category	Type of setting
Prong 3 Effects of isolating characteristics	Effect of isolating characteristic	Is one of multiple homes located on the same street or adjoining property that shares programming activities

Note: The term people/person (resident for residential settings) refers to people who receive Medicaid HCBS waiver service(s).

General summary

<p>Bass Lake Townhomes (7360) is located in the metro area, in the Minneapolis suburb of New Hope. New Hope has a population of 21,032 according to the 2015 census estimates.</p> <p>This setting is located in a residential area of townhomes and single family dwellings. A church and school are located across the street, and within a half mile are restaurants, a shopping center, two large box stores, and a park.</p> <p>This townhome is on a u-shaped road that houses other townhomes. Several of these are managed by a local non-profit, PPL, under the name of Touchstone Mental Health. The buildings and townhomes are at the following addresses on Bass Lake Road – 7376, 7360, and 7302.</p> <p>Bass Lake Townhomes (7360) serves 4 people.</p>
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Customized living provider standards/qualifications

Licensure requirements and other state regulations for customized living services clearly distinguish these services/settings from institutional licensure or regulations.

Customized living services are provided in housing with services establishments with the service provider directly licensed as a comprehensive home care provider by the Minnesota Department of Health. Customized living services provide an individualized package of regularly scheduled health-related and supportive services provided to a person who resides in a qualified, registered housing with services establishment.

Customized living service definitions that support the setting requirements

Customized living (CL) and 24-hour CL services include component services designed to meet the person's assessed needs and goals. Individualized CL services may include supervision, home care aide tasks (e.g., assistance with activities of daily living), home health aide task (e.g., delegated nursing tasks), home management tasks, meal preparation and service, socialization, assisting enrollees with arranging meetings and appointments, assisting with money management, assisting participants with scheduling medical and social services, and arranging for or providing transportation. If socialization is provided, it must be part of the service plan, related to established goals and outcomes and not diversional or recreational in nature.

For more details about the component services, including what is covered and distinctions between each see [Customized Living Component Service Definitions, DHS-6790H \(PDF\)](https://edocs.dhs.state.mn.us/lfs/server/Public/DHS-6790H-ENG) (<https://edocs.dhs.state.mn.us/lfs/server/Public/DHS-6790H-ENG>).

Minnesota's Community Based Services Manual (CBSM) provides the requirements for [customized living services](http://www.dhs.state.mn.us/main/id_001787) (http://www.dhs.state.mn.us/main/id_001787).

Prong 3 settings

Meaningful distinction between colocated settings

States must submit strong evidence that the setting presumed institutional has the characteristics of a HCBS setting and not an institutional setting.

Determination	Summary
<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>Describe the extent to which any shared programming (meals, transportation, social/recreational activities) occurs between different homes/buildings (i.e., how often, what type of programming or activities are shared) and how the provider assures interests and preferences are supported at an individual level (i.e., people are engaged in planning community activities based on their preferences, variety of transportation options, schedules are varied, reverse integration is not the sole form of “community integration.”):</p> <p>Administration and staff report that there is shared programming six days/week. There are shared activities, optional group meals, and centralization of medication management. Medication management is centrally performed in the colocated setting of 7376 Bass Lake Road. People choose where they receive their medications and staff frequently communicate with people to ensure their individual needs and preferences are honored. For example, staff will pack medications to support a flexible schedule to attend work or visit with friends and family.</p> <p>Other shared programming includes games, meditation group, exercise group, movies, knitting group. People are given an individual calendar and a calendar is posted in the main dining hall. To ensure that individuals interests and preferences are supported, a planning group meets monthly, people can talk to staff and request activities, and there is an optional daily check-in.</p>
<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>Describe the extent to which staff are scheduled to work with people at the other colocated setting (s) on the same shift:</p> <p>Administration and staff report that staff are scheduled to work in all settings each day. Staff are crossed trained on each person’s person-centered plan. Staff regularly review updates to a person’s plan as needs change.</p>

Determination	Summary
<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>Participants in the setting in question do not have to rely primarily on transportation or other services provided by the other co-located setting (s), to the exclusion of other options.</p> <p>Transportation options include two company vans, public bus, taxi, family transports, Metro Mobility, MA transportation, walking (shopping, churches, parks, restaurants are within ½ mile), and people have their own cars.</p>

Community engagement opportunities and experiences

<p>Administrative staff reported there is a formal process to develop individual setting specific community activity calendars. Staff meet with residents at each collocated setting separately, in addition to the monthly shared community meeting, to discuss preferred and interested activities of the residents. Staff report that individual preferences are supported by a monthly planning group, a daily check-in, and talking to staff about preferences. People are informed of activities by an individual calendar specific to the setting, a shared community calendar, and a calendar that is posted in the main dining room.</p> <p>Staff regularly assist in scheduling, coordinating and/or facilitating activities based upon the interests of people served. People living at Bass Lake Townhome have access and opportunity to engage in community life through sharing their interests, their availability and with whom they would like to interact with both at their setting and, if applicable, at other collocated settings.</p> <p>Staff reported that activities include:</p> <ul style="list-style-type: none"> • Concerts • Restaurants • Bowling • Sporting events • Coffee and tea shops • Walking around local lakes and wildlife • Fishing • State Fair.
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It was evident in observation and interviews with people, staff and the administrator that person-centered practices are at the forefront of service delivery by:

- Respecting and honoring the things each person thinks are important and encouraging informed choice and creativity.
- Supporting activities are flexible and work around the person’s preferred schedule
- Encouraging people to share ideas and make choices about setting activities based on their own personal preferences and interests
- Ensuring people have opportunities and supports they need to be fully included in their community, individually and in groups, as desired
- Assisting people with developing meaningful relationships with other members of the community

HCBS characteristics

This section is a summary of the individual HCBS characteristics required in the HCBS rule. The findings for each characteristic are identified through the setting attestation documentation, on-site observation or both.

HCBS Rule requirement	Compliance status
<p>Each person at the setting has a written lease or residency agreement in place providing protections to address eviction processes and appeals.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>A person interviewed reported that they have a lease or residency agreement.</p>	Compliant
<p>Each person at the setting has privacy in his/her sleeping or living unit including a lockable door.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>A person interviewed reported that they can lock their bedroom door. Keyed locks were observed on bedrooms.</p>	Compliant

HCBS Rule requirement	Compliance status
<p>The setting facilitates that a person, who shares a bedroom, is with a roommate of their choice.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>A person interviewed reported that they do not share their bedroom.</p>	Compliant
<p>The setting provides people with the freedom to furnish and decorate their bedroom and living unit within the lease or residency agreement.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>A person interviewed reported that they can decorate their room as they wish. Rooms were observed to be individually decorated.</p>	Compliant
<p>The setting provides people the freedom and support to control their daily schedules including access to food at any time.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>A person interviewed reported that they can get a snack when they want one and can decide what to do and when on a daily basis. The administrator and staff reported that there are healthy snacks such as fruit, crackers, and yogurt available in the main building at any time and that people also have food in their own townhomes.</p> <p>People to have choice in where they receive and eat their meals. Staff are flexible and adaptable to a person's schedule, encouraging people to make informed choices and attend preferred activities. Staff strive to support people's individual autonomy and independence in making life choices.</p>	Compliant
<p>The setting allows people to have visitors at any time.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input checked="" type="checkbox"/> Observation made during on-site visit</p> <p>A person interviewed reported that they can have visitors at any time.</p>	Compliant

HCBS Rule requirement	Compliance status
<p>The setting provides opportunities for people to seek employment and work in competitive integrated settings.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>Administrator reported that 1 of 4 people in the setting is currently employed and another person is actively seeking employment and receiving support to locate employment. Administrator and staff reported that they accommodate people who work by arranging activities for the persons' work schedule, helping the person get ready for work, packing a lunch, and giving hygiene prompts as needed. When people are interested in employment, staff will assist the person in connecting to resources and following up with the person's case manager.</p>	Compliant
<p>The setting is physically accessible to the individual.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>A person interviewed reported that they are able to access all areas of the setting and that it is physically accessible.</p>	Compliant
<p>The setting provides people opportunities to access and engage in community life.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>See the community engagement section for more information.</p>	Compliant
<p>The setting supports the person's control of personal resources.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>A person interviewed reported that they have control of their personal resources.</p>	Compliant

HCBS Rule requirement	Compliance status
<p>The setting ensures people’s right to privacy.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>A person interviewed reported that they can lock their bedroom door.</p>	Compliant
<p>The setting ensures people’s dignity and respect.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>The site visitor observed staff treating people with dignity and respect.</p>	Compliant
<p>The setting ensures people’s freedom from coercion and restraint.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>The site visitor observed no signs of coercion or restraint. People were moving about inside and outside the setting.</p>	Compliant
<p>The setting optimizes individual initiative, autonomy, and independence in making life choices, including daily schedule and with whom to interact.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit <p>A person interviewed reported that they can decide for themselves what to do on a daily basis. Staff and the administrator reported that there are no restrictions on when, how often, or how long people can go out.</p>	Compliant

Pictures of the HCBS setting



