

HCBS Final Rule Evidentiary Package

The Good Shepherd Apartments



Setting information

Setting name: The Good Shepherd Apartments	ID # 25644
Street address: 1211 Fourth Ave. N., Sauk Rapids, MN 56379	Phone: 320-259-3476
Setting website, if applicable: Good Shepherd Campus https://goodshepherdcampus.org/sauk-rapids-campus	Date of site visit: 4/16/2019

Waiver service type

Waiver service	Service type:
<input type="checkbox"/> Alternative Care (AC) <input checked="" type="checkbox"/> Elderly Waiver (EW) <input 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 1 Located in a Public or Private Institution	Name of Institution	Good Shepherd Nursing Home

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

General summary

Good Shepherd Apartments is a customized living setting in Sauk Rapids, MN. It is located on The Good Shepherd Community campus, which offers a continuum of care services in Sauk Rapids. The campus consists of four customized living buildings, including the Good Shepherd Apartments. (Each of these customized living settings will have a separate evidentiary package). The campus also includes a nursing facility.

Sauk Rapids is located in Benton County in central Minnesota. As of the 2010 Census, it had a population of 12,773. It is a smaller city, but is close to St. Cloud, a large city. Good Shepherd Apartments is located near several schools and parks and just a few miles from businesses. Good Shepherd Apartments has 58 units. At the time of the visit, there were 17 people who were using the Elderly Waiver and two people using the CADI waiver.

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 to a person who lives 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, helping enrollees to arrange meetings and appointments, helping with money management, helping participants to schedule 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/lfserver/Public/DHS-6790H-ENG).

(<https://edocs.dhs.state.mn.us/lfserver/Public/DHS-6790H-ENG>)

Minnesota's Community Based Services Manual (CBSM) provides the following requirements for customized living services: [CBSM page on Customized Living](http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=id_001787#)

(http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=id_001787#)

Prong 1 and Prong 2 settings

Meaningful distinction between the facility and HCBS setting

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>Interconnectedness between the facility and the setting in question, including administrative or financial interconnectedness, does not exist or is minimal.</p> <p>The Good Shepherd Apartments is run separately from the nursing facility. Each has its own management. The customized living settings have a vice president of outreach who supervises the housing directors for each of the customized living buildings. Each setting has its own housing manager. The staff who work in the customized living settings are dedicated to those buildings and do not work in the nursing facility. One administrator is responsible for the campus as a whole.</p>
<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>To the extent any facility staff are assigned occasionally or on a limited basis to support or back up the HCBS staff, the facility staff are cross-trained to meet the same qualifications as the HCBS staff (staff training materials that speak of the need to support individuals' chosen activities), (person centered planning) (the staff is trained specifically for home and community-based support in a manner consistent with the HCB settings regulations.)</p> <p>The customized living setting does not share staff with the nursing facility. All staff who work in the customized living setting receive training that is compliant with the HCBS rule.</p>

<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 facility setting, to the exclusion of other options. (Describe the proximity to avenues of available public transportation or an explanation of how transportation is provided where public transportation is limited.)</p> <p>People have many different options when it comes to transportation. Some people still drive and have their own cars at the setting. Some use taxis and ride services such as Lyft and Uber. In addition, the city bus has two different bus routes that pick up and drop off on campus. The setting charters a tour bus for activities. Care Cab is available for appointments if the other options aren't available. Lastly, there is a local dial-a-ride service available. People ask any staff to assist them if they need help to set up rides. When I arrived on the campus, I saw people coming and going and saw a dial-a-ride bus loading a passenger.</p> <p>People are given the options for transportation when they move in and are encouraged to ask a staff for assistance any time they need help setting up a ride.</p> 
<input checked="" type="checkbox"/> Met <input type="checkbox"/> Unmet <input type="checkbox"/> Not applicable	<p>The setting provides HCBS services in a space that is distinct from the space in which institutional services are provided.</p> <p>The Good Shepherd Apartments is connected to the nursing facility through a long corridor. The customized living setting is outlined in blue at the top right of the photo below; the nursing home is outlined in red at the bottom right. A yellow arrow is pointing to an enclosed corridor between the two buildings.</p>



Community engagement opportunities and experiences

People who live at this setting have many opportunities to stay involved and engaged in their communities. Staff gather input from people when they move in and also through annual satisfaction surveys. Activity staff also meet with people face to face to ask about their preferred activities at least once every six months. There are quarterly tenant council meetings where people have an opportunity to provide input on activities. During the site visit, I was shown the responses from the past survey. They received many responses from people to help guide their planning.

People are notified of the activities offered through posted calendars and flyers, as well as a channel on their television that lists events each day. Staff who plan activities get input from each customized living setting. The campus offers separate activities at each building. However, any person may join any of the activities offered.

People who live in the customized living setting frequently leave the setting independently, sometimes daily. They go to nearby businesses such as Quik Trip, Holiday, the bank and Coburns grocery store. They can request a volunteer to go with them when they shop for groceries. The setting will try to accommodate them. People attend family gatherings and celebrations. They also walk their dogs, go to restaurants with family and friends and attend religious services.

There are sign-up sheets for the community-based activities for which the setting charters an accessible bus. Some examples of the community activities offered by the setting are:

- Shopping at Coburns, Walmart, Target, Dollar Tree and the local mall
- Thanksgiving with the local Rotary
- Out to eat at local restaurants
- Visits to the Fresh Thyme market
- Trips to craft stores, such as Crafts Direct, Hobby Lobby or Michaels
- Trips to the Minneapolis/St. Paul area to such places as the Chanhassen Dinner Theatre, Old Log Theatre, Ames Theatre and the State Fair
- Dinner/cruises on Lake Minnetonka, St. Croix in Stillwater, Lake Itasca and Mississippi Yacht at Treasure Island
- Wisconsin train trip and Lanesboro Amish Tour.



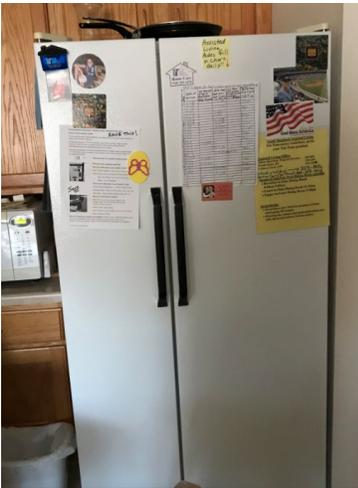
Onsite activities are also offered. Some examples are dice and card games, crafts, religious services, coffee time and music offerings. The setting also has an exercise program called EnerG which offers a variety of health and fitness activities.

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 (Please select)
<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>The setting submitted an HCBS-compliant lease template. In addition, when interviewed, people indicated that they had a lease in place.</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>Lockable doors were observed on each unit during the site visit. When asked, people said they could lock their doors at any time.</p>	Compliant
<p>The setting ensures that a person, who shares a bedroom, is with a roommate of his or her choice.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input type="checkbox"/> Observation made during on-site visit</p> <p>Not applicable. This site does not have shared bedrooms, except when the person chooses to share his or her room with a spouse, partner or friend of their choice.</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>While interviewing people in their apartments, we observed personal items such as pictures and decorations that were their own and expressed their interests. When interviewed, people said they could decorate however they wanted.</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>People said they feel they control their schedules. One said, “Oh, yes, they are flexible and we can choose what we want to do.” She also indicated that she always knows her choices for activities. The person also said if she misses meals, staff will box them up for her.</p> <p>Each resident’s unit has a full kitchen to make and store food and snacks. The setting’s shared kitchen sells snacks until 7 p.m. each day. A store on campus is open 24 hours. There are also vending machines available.</p>	<p>Compliant</p>
<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>Staff confirmed that people can have visitors whenever they wanted. When interviewed, one person said, “I can have visitors whenever I want. I am really involved with my kids so they are here a lot.”</p>	<p>Compliant</p>
<p>The setting provides opportunities for people to seek employment and work in competitive, integrated settings.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input type="checkbox"/> Observation made during on-site visit</p> <p>Though most people living at this setting do not work in a paid setting, there is one person working as a teaching assistant through Americorps. The setting staff stated that they would offer flexibility in areas such as med times and timing for personal cares. Staff would also help to make or supply bag lunches and help set up transportation as necessary to accommodate a person’s work schedule.</p>	<p>Compliant</p>
<p>The setting is physically accessible to the individual.</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>Accessible features were observed in people’s apartments. Grab bars, flexible shower heads and shower bench were observed in a person’s bathroom. When asked if they could get around their unit and the building easily, people said they have no trouble with getting around. No barriers were observed. One person interviewed, who has a scooter, said she has “no problem getting around” in the building or her apartment.</p>	<p>Compliant</p>



<p>The setting provides people opportunities to access and engage in community life.</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>See Community Engagement section for leisure and recreation opportunities offered.</p> <p>The majority of people who live in this setting get their medical services in the community, though some things such as occupational therapy and physical therapy are offered on site. Bluestone Physicians come to the site also. Staff assist people in setting up transportation to go to community appointments and activities. People are told of their options for providers at move in and each time they have a new need. They are given a list of providers covered by their insurance. One person interviewed said that being able to see her own community doctors is important to her.</p>	<p>Compliant</p>
<p>The setting supports the person’s control of personal resources.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input type="checkbox"/> Observation made during on-site visit</p> <p>This is not applicable. This setting does not offer money management services.</p>	<p>Compliant</p>
<p>The setting ensures people’s right to privacy.</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>We observed staff knocking on doors before entering an apartment. People interviewed said they felt their privacy was being respected by staff. In addition a staff person said, “I always pull a person to a private area to talk to them to make sure to protect their privacy.”</p>	<p>Compliant</p>
<p>The setting ensures people’s dignity and respect.</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>We observed staff interacting respectfully with people in the setting. This included speaking to people directly and with a respectful tone. When interviewed, a person said, “Staff really listen to me. They are proactive to help me avoid problems.”</p>	<p>Compliant</p>
<p>The setting ensures people’s freedom from coercion and restraint.</p> <p><input checked="" type="checkbox"/> Compliant documentation submitted with attestation</p> <p><input type="checkbox"/> Observation made during on-site visit</p> <p>Staff are trained on the Minnesota Home Care Bill of Rights and the Minnesota Vulnerable Adults Act, which address this right. People at the setting are also given this information</p>	<p>Compliant</p>
<p>The setting optimizes individual initiative, autonomy and independence in making life choices, including daily schedule and with whom to interact.</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>When asked if they felt like they could make their own choices about their lives, one person said, “Oh, yes. I make my own choices.” People have fobs to get back into the building if they are out late but they can choose what they do.</p>	<p>Compliant</p>

Pictures of the HCBS setting



Photo of the dining room

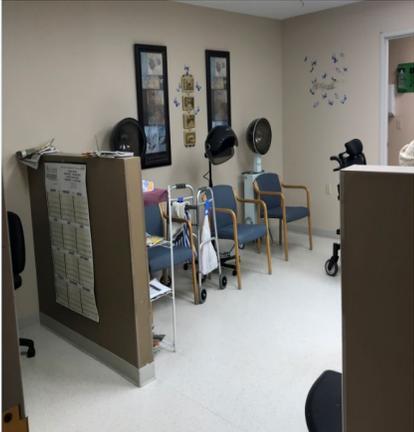


Photo of the beauty shop



Photo of chapel



Photo of accessible spa tub