

HCBS Final Rule Evidentiary Package

Villa St. Vincent – The Summit



Setting information

Setting Name: The Summit, Villa St. Vincent	ID # 30289
Street Address: 516 Walsh St., Crookston, MN 56716	Phone: 218-281-3424
Setting website, if applicable: The Summit (http://www.villastvincent.org/assisted_living)	Date of site visit: 6/5/2018

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 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	Name of Institution Villa St. Vincent 516 Walsh St. Crookston, MN 56716

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

General summary

Owned by the Benedictine Health System, The Summit is a customized living setting on the Villa St. Vincent continuum-of-care campus in Crookston, MN.

Crookston is a rural town in northwestern Minnesota. As of the 2016 census, Crookston's population was 7,804.

The Summit is located in a renovated brick four-story building with 53 apartments. Under the comprehensive home care license, staff provides care and services 24 hours a day that the setting says is reflective of its Benedictine mission and core values of hospitality, stewardship, respect and justice.

More detailed service information may be found on the setting's website:

<http://location.bhshealth.com/assets/0007/The%20Summit%20Folder%20Literature.BHS.pdf>

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 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, 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/lfserver/Public/DHS-6790H-ENG>)

Minnesota’s Community-Based Services Manual (CBSM) provides the following requirements for customized living services:

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

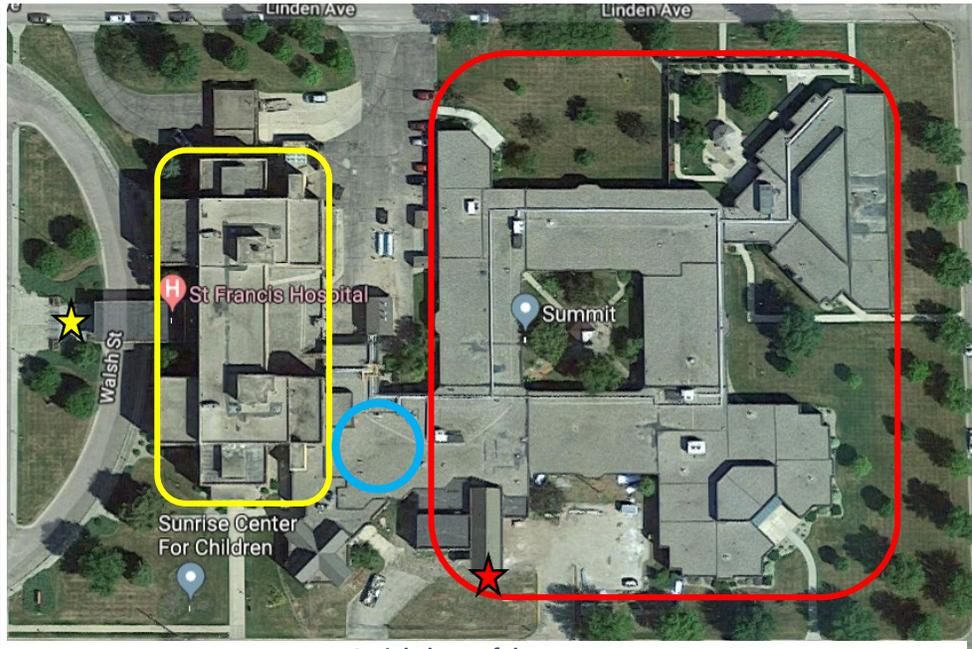
Prong 1 and Prong 2 settings

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 Summit customized living setting and the Villa St. Vincent nursing facility share administrative and financial resources. However, The Summit has separate designated management and direct care staff to manage the customized living service and program separately from the nursing facility management and staff.</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 Summit submitted compliant staff training curriculum. The Summit housing manager also verified that all staff of Villa St. Vincent are trained on the HCBS requirements, including the Home Care Bill of Rights upon hire and annually thereafter, in case a nursing facility staff might need occasionally to cover a shift at The Summit.</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>Residents who live at The Summit have various transportation options available. The setting has a van/bus for use. The setting also has an elongated golf cart called “the people mover” to transport people around the campus and into the local neighborhood in small groups. The local city also has public transit buses, taxi services, R&L transport services and free rides available to all residents to any medical appointments in Crookston. Family members also are active in transporting individual residents to and from places of interest.</p> <div data-bbox="1036 1037 1365 1356" data-label="Image"> </div> <p data-bbox="1117 1362 1276 1388"><i>The campus bus</i></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 that institutional services are provided.</p>

The Summit (circled in yellow) is connected to the Villa St. Vincent nursing facility (circled in red) via hallways and common walls (see blue circle). The Summit has its own signage and public entrances (see yellow star). The connected nursing facility is accessible from The Summit building; however, the layout of the structure does not require people coming and going to walk through the other building.



Aerial photo of the campus



Nursing facility entrance and signage



Picture of THE SUMMIT building

Community engagement opportunities and experiences

People who live at The Summit report they have an active and entertaining activities program. They provide input to the wellness coordinator who oversees and manages the activities on a daily basis. A monthly activity calendar is printed and given to each person. The calendar is also posted in common areas of the building and in the activity room.

People who live here also attend a Resident Council meeting each month with the housing manager, dietician, activities/wellness coordinator and other staff as requested. The meeting is a place where people have the opportunity to talk about what is working and ideas for changes, if needed. The people interviewed on-site reported that they feel they may voice their ideas or opinions at the meeting, and also to any staff, at any time.

The activities/wellness coordinator, as well as the people interviewed, described multiple community activities that the setting facilitates. For example:

- Frequent shopping trips to local stores
- Driving around the neighborhood and countryside in “the people mover” to look at the seasonal changes and interact with the community
- Going to a casino in another town located about 55 miles away
- Attending local school plays and going to the Golden Link, the senior center in Crookston



The People Mover

The community also comes to The Summit to hold community meetings so that people living at The Summit may continue to contribute to the meetings. Examples of community meetings include Red Hat Society, various church functions and the men’s coffee club that used to gather at the local VFW.

In addition to meetings, local schools and day cares conduct intergenerational activities at The Summit. The campus also has a Catholic school on the grounds and a public school across the street with large sports fields within walking distance.

The Summit has several seating areas throughout the facility where people are welcome to sit and visit. The setting also built two outdoor patio areas on the rooftop areas of the fourth floor. The patio areas serve as outdoor seating and visiting areas with a wonderful view of the surrounding area. One patio has potted vegetables growing and the other patio has potted flowers.

There is also a chapel and a beauty salon in the building. People are welcome to invite local beauticians of their choice to come in and use the salon or they may receive the services provided in the salon as scheduled by the setting.

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>People reported that they were able to understand the content of the lease/rental agreement and were satisfied with knowing what they were purchasing for services and housing.</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>Observation made of the locks on apartment doors and people interviewed confirmed they are in control of the keys to their apartments and may lock their doors at any time.</p>	Compliant
<p>The setting facilitates 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 checked="" type="checkbox"/> Observation made during on-site visit</p> <p>One person interviewed reported that she initially rented a two-bedroom apartment at the setting so that she and her husband could live together. After his passing, she continues to rent the two-bedroom apartment alone, by choice.</p>	Compliant

<p>The setting provides people with the freedom to furnish and decorate their bedrooms and living units 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>Apartments were observed to have unique and individualized décor based on the person’s preferences. The apartments are unfurnished so people need to provide furnishings, other than appliances, themselves.</p>	<p>Compliant</p>
<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 interviewed report that they are in control of their daily schedules including wake and sleep times. They use the setting’s “I’m OK” check-in service to indicate via a tag on their door that they are OK each morning and night. People choose where to sit each meal in the main dining area.</p> <div data-bbox="604 890 1122 1283" data-label="Image"> </div> <div data-bbox="203 1299 740 1709" data-label="Image"> </div> <p>The kitchen area pictured (left) is located in an open common area of the setting and is available to people who live in the setting.</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>Compliant</p>

<p>People interviewed and staff report that there are no restrictions on visiting hours or who may visit. People reported that if they come back to the setting after 9 p.m. when the door is locked for security purposes, there is an intercom they use to summon staff to open the door.</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 checked="" type="checkbox"/> Observation made during on-site visit</p> <p>The Summit assesses employment and volunteer interests of people who live at the setting. Both people interviewed reported that they volunteer their time and services at various functions and enjoy doing that.</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>No barriers noted on site visit in any areas of the setting. Setting has elevators to access the different floors.</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>People integrate with the community through the activities program and on their own. Some people enjoy going out with family and attending community functions. One person reported that she enjoys going across campus to visit her longtime friend in the nursing facility.</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>Compliant</p>



Bulletin board with posting of community activities

<input checked="" type="checkbox"/> Observation made during on-site visit The setting has policies and procedures in place for people to set up and access a trust fund at the setting. People interviewed reported that they continue to bank at their local banks and do not use the trust fund offered through The Summit, by choice.	
<p>The setting ensures people’s right to privacy.</p> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit Multiple small seating areas are located throughout the setting that people may visit privately. They may also visit privately in their apartments. Records are kept locked in the nurses’ area.	Compliant
<p>The setting ensures people’s dignity and respect.</p> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit Observed staff interacting engagingly with people who live at the setting. People interviewed reported that they are treated with respect by the staff.	Compliant
<p>The setting ensures people’s freedom from coercion and restraint.</p> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input type="checkbox"/> Observation made during on-site visit Restraints or restrictions were not observed or reported at the site visit. Compliant policies were submitted with attestation.	Compliant
<p>The setting optimizes individual initiative, autonomy, and independence in making life choices, including daily schedule and with whom to interact.</p> <input checked="" type="checkbox"/> Compliant documentation submitted with attestation <input checked="" type="checkbox"/> Observation made during on-site visit People interviewed report that they are free to determine their schedules, when and what to eat, where to receive medical services, what activities they choose to attend and who and when they have visitors. One person stated, “It is completely up to us” when asked about the medical services options she was provided.	Compliant

Pictures of the HCBS setting



Additional dining area



Spa bathtub



Exercise room



Activity room



The SUMMIT sitting area at front entrance



Patio area

Public comment summary

The Minnesota Department of Human Services (DHS) did not receive public comments for this setting.

DHS sought public comment for 30 days (Feb. 6-March 7, 2019) before submitting settings to the Centers Medicare & Medicaid Services (CMS) for heightened scrutiny.

We sought public comments using the following methods:

- Evidentiary packages posted online on the [Home and Community Based Services Rule transition plan page](#)
- Evidentiary packages specific to each setting posted in a common area of the setting
- Notice of public comment period via [Feb. 6, 2019, eList announcement](#)
- Notification to lead agencies via regional resource specialists
- Notification to providers via email
- Notification to managed care organizations and Area Agencies on Aging (AA) via email
- Notification to long-term care ombudsman office via email
- Disability Hub MN virtual insight panel.

Minnesota's recommendation

Date of recommendation: 4/1/2019

Minnesota supports that this setting overcomes the institutional presumption and meets the requirements of a home and community-based setting. Provider is required to maintain on-going compliance with all HCBS requirements.