



Developmental Disabilities Division

Statewide Transition Plan On-site Visits Summary

The DD Division has identified and submitted justification to CMS within the Statewide Transition Plan, four Residential settings and one Day Support setting categorized as “Settings that are Presumably Not HCBS for Which the State is Submitting Justification to Refute Presumption”. These services are provided by private providers and the State ICF. DD Division staff conducted on-site visits at these settings located on the grounds of the State ICF.

The DD Division completed the on-site visits in accordance with the CMS Statewide Transition Plan Toolkit: “If the state decides to submit evidence to CMS for the application of the heightened scrutiny process for settings that are presumed not to be home and community based, the Statewide Transition Plan should include evidence sufficient to demonstrate the setting does not have the characteristics of an institution and does meet the home and community based setting requirements. Evidence of a site visit by the state will facilitate the heightened scrutiny process. CMS will consider input from the state, information collected during the public input process, and information provided by other stakeholders as part of the heightened scrutiny process. CMS may also conduct individual site visits as well.”

This document contains a summary of what was assessed and the results. The visit was conducted and information was gathered based on criterion provided in the CMS guidance, the Toolkit, and exploratory questions, in which CMS defines HCBS qualities and characteristics and focuses on capturing individual experiences and outcomes in settings. The site visits were also utilized to confirm the results of the provider survey, DD Program Manager assessments and individual interviews.

Activities Conducted by DD Division staff:

- Visited the identified HCB residential and day support settings on the grounds of the State ICF.
- Toured the entire State ICF grounds, community buildings, and surrounding area.
 - Prior to the Statewide Transition Plan being submitted for public comment, a map of the grounds and area was obtained.
- Observed and evaluated the setting environments and location.
 - Prior to the Statewide Transition Plan being submitted for public comment, information on the environment and location of setting was gathered and evaluated.
- Obtained informational material on the Collette Community Fitness Center and the recent newsletter of the State ICF, which highlights community involvement and participation.
- Conversations with individuals who receive residential and day support services in these settings.
 - Questions and discussions with the individuals were based on the consumer survey conducted by the DD Program Manager and the CMS exploratory questions.
- Observed interactions among staff and individuals.

- The settings were evaluated and individual characteristics, experiences, and outcomes included:
 - Reflection of individual furnishings, preferences, interests, independence;
 - Full access to common areas, access to mail, phone calls, etc.;
 - Access to food;
 - Setting meets the individual's needs and preferences;
 - Visitors are welcomed;
 - Dignity and privacy;
 - Staff communication and interaction;
 - Participation and access with community activities outside of the residential and day support setting;
 - Satisfaction and choice of home or day supports;
 - Satisfaction with the provider and services, and knowing how, and to whom, to request any dissatisfaction;
 - Satisfaction and choice with sharing a bedroom;
 - Individual choices in activities of daily living, schedule, activities, food, etc.;
 - Location among other residences and businesses;
 - Community traffic pattern;
- Several plan reviews to verify approval of restrictions and presence of outcomes.

On-Site Visit Results

- Individuals furnish and decorate their homes in ways that reflect their interests and preferences. There are personal items, furniture, memorabilia, pictures, household items, etc. present that reflect personal choices. This was evident in wall hangings, family pictures, bedspreads, living room furniture, knick knacks and living areas, which reflected personal interests and hobbies. Individuals have appropriate indoor and outdoor space to store and enjoy their hobbies. Yards were personalized and decorated for the holiday season.
- One home had minimal décor in the living room and kitchen area due to safety concerns and individualized need. Adjustments have been made in meeting the need while achieving a home like atmosphere. Attempts have been made to bring more items into the living areas with more adaptations, but the items have either been damaged or were a safety risk to individuals and staff.
- Homes had house numbers but also were identified with Cottage numbers posted next to the house number.
- Individuals have access to areas of their home. The apartment building community room is used by all apartment occupants and rented out to the general public.
 - Landline phones are accessible for individuals to use, yet some individuals have their own cell phone.
 - One home did not have long distance, but the Provider addressed the long distance phone needs with those who have out of town family/friends and established a solution. Other options are being sought, such as a calling card, but financial costs need to be considered for the individual(s).
 - One Individual was observed getting the mail upon arriving home.
- Individuals are involved in meal preparation, have access to food, make choices in their meals, or have an alternative meal. For example, during the visit, observed individuals eating at a time that was convenient for them and they had their own choice of what they wanted to eat.

- Individuals have full access to the community and regularly participated in activities outside of their home and off the grounds of the State ICF.
 - Community activities include sporting events, dances, church, variety of clubs, legislative events, hunting, picnics, parades, public pool, theatre, restaurants, shopping, and concerts. Individuals also visit surrounding towns to shop and attend events.
 - Individuals are offered a choice in professional services, such as medical and pharmacy, which are accessed in the community. The pharmacy at the State ICF is used primarily for the ICF individuals, but some individuals continue to receive pharmacy services at the State ICF by their choice.
 - Community activities outside of the day support location include participation in business locations, community fundraisers, volunteering opportunities, churches, boards/clubs, recreational/leisure activities in the community, and other social role activities. Examples include Relay for Life, Second Time Around Thrift Store, food pantry, Meals on Wheels, churches, nursing homes, and the Ambassador committee, which greets new businesses.
 - The recycling area generates frequent traffic, as the public drops off their recycling materials. Individuals also go to pick up locations throughout the community for recycling materials.
- Visitors are welcomed. One home hosts an annual Christmas party inviting guests of their choice, another has frequent barbeques throughout the summer. The patio has a grill, fire pit, and furniture to accommodate guests.
- Dignity and privacy are respected. One home had a fenced area in the backyard for privacy. In one home, alone time is very important and that time is honored. This preference was also reflected in their plans. During the visit, one individual asked staff to leave the individual's bedroom and the request was followed. In another home, an individual has space for hobby equipment and this room is locked with the individual the one that has the access. Staff communicated in a dignified manner, with natural on-going conversations.
- One home had individual's daily work schedules posted in the living room and kitchen. A bulletin board with various information was in the kitchen above the kitchen table.
- Individuals stated they liked where they live and attend day supports. Another individual at the day supports indicated the individual was happy as the individual was involved in the day supports activity and wanted to continue with the activity versus visiting. Evidence of positive relationships was observed through conversations, and hugs among roommates and staff.
- Individuals are responsible for household functions and are offered choices in activities. We observed plans being changed according to individual choice and staff accommodated accordingly. In another home, choices were offered for when laundry was going to be started.
- In addition to the buildings utilized by the State ICF, other buildings have either been converted into public use or shared. The following community businesses are located on the State ICF grounds: Teddy Bear Childcare, Data Dynamics, North East Human Service Center, Head Start, Domestic Violence Shelter, VA Clinic, Collette Community Fitness Center, DOT Driver's License, Community Health Services, and two apartment complexes. Two buildings are currently unoccupied and are scheduled to be demolished. Adjacent to the State ICF, but not on the grounds, is the Heritage Village museum that is owned by the county. Individuals volunteer at the museum and participate in the museum's fundraisers throughout the year.
- Other services that are provided by the State ICF to the community:
 - The VA clinic will use the x-ray, lab, and pharmacy services.

- The community, as well as people from the surrounding areas, utilizes the PT/OT services. This service fulfills a need as there are limited PT/OT providers in the community.
- Adaptive equipment, which is a statewide service, provides personal adaptive equipment repairs and modifications. In addition to the on-site services, employees travel statewide. Businesses, such as a hospital and clinic, provide referrals for this service, as they fulfill a service that their businesses cannot.
- A door at a day support location contained a sign still present from its previous function.
- The Collette Community Fitness Center is open to the public, providing a variety of services including cardio, weight, swim lessons, open gym, tanning beds, community room rentals, and dart league. Each month, a member is “Spotlighted” on a bulletin board in the main entry. During the on-site visit, the current spotlight member was a community member. Bulletin boards throughout the fitness center include posters of classes, information about wellness, etc. Vendors frequently use the fitness center, including for an annual holiday extravaganza.
- During the on-site visit, there was a community book fair and vender show located in one of the State ICF buildings.
- The apartment building is located at State ICF grounds close to land owned by the city which has a soft ball field, campground, and other buildings used by the city park. The apartment complex has a community room not only used for apartment activities but is rented out to the community.
- The single-family homes are located at State ICF grounds and some are utilized for visiting families. There is a campground, dog park, and a residential neighborhood nearby.
- The plans reviewed reflected community activities, needs, preferences, and any restrictions.