

Current Louisiana Work Plan Master

Updated ~~7/6/15~~ **12/18/15**

Current Louisiana Work Plan Master: Stakeholder Engagement

Action Step	OAAS Both Waivers	OBH CSoC	OBH 1915(i)	OCDD ID NOW and CCW	OCDD Supports Waiver	OCDD ROW	Change Note Reference
Stakeholder Engagement							
Convene Interagency group to manage planning process	9/22/14 and continuing	9/22/14 and continuing	9/22/14 and continuing	9/22/14 and continuing	9/22/14 and continuing	9/22/14 and continuing	
Identify all potential stakeholders including consumers, providers, family-members, state associations; advocacy organizations, and self-advocates.	Began 10/1/14 Completed 10/15/14.	All stakeholders identified on 10/31/14.	All stakeholders identified on 10/31/14.	All stakeholders identified on 10/6/14 to 11/15/14	All stakeholders identified on 10/6/14 to 11/15/14	All stakeholders identified on 10/6/14 to 11/15/14	
Create portal on State Medicaid website. Provide transition information and plan. List end of comment period.	Website created on 10/29/14 with transition postings. Created a HCBS settings fact-sheet on 10/1/14 Public notice appeared in major newspapers on 2/9/15. Comments due 3/13/15.	Website created on 9/30/14. Issued white paper and transition plan. Public notice appeared in major newspapers on 10/10/14. Comments due 11/10/14. Appeared in major newspapers on 10/19/14.	Website created and published white paper and transitions plan. Appeared in major newspapers on 10/10/14. Comments due on 3/16/15.	Website created on 10/6/14 with transition postings. Comments due 12/17/14.	SW Plan was posted on 11/21/14 and comments are accepted until through 2/28/15.	Posted to the Website on 2/11/15. Comments due by 4/10/15.	

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Stakeholder Engagement							
Support ongoing stakeholder communications.	Held public forum (including OAAS stakeholders) on 11/19/14. Website is updated as needed.	Held public forum on 11/17/14. Presented information about the new HCB setting at the following: 1) 9/29/14 Statewide Coordinating Council; 2) 10/22/14 CSoc Governance Board meeting; 3) 10/23/14 Affinity call with CSoc Wraparound Facilitators, & 4) 11/3/14 Louisiana Behavioral Health Advisory Committee. Updating website as needed.	Hosted 3 webinars the second and third week of February.	Held public forum on 11/17/14 in Baton Rouge. Using the LA System's Transformation/MLTSS to continue discussion. Update website as needed. Held listening session on 10/28/14. Additionally 2 public forums were held on 2/11/15 in Shreveport and 2/20/15 in Houma.	Held public forum on 11/17/14. Using the LA System's Transformation/MLTSS to continue discussion. Update website as needed. Held listening session on 10/28/14 Additionally, 2 public forums were held on 2/11/15 in Shreveport and 2/20/15 in Houma.	Held public forum on 11/17/14. Held public forums on 2/11/15 in Shreveport and 2/20/15 in Houma.	
Reach-out to providers and provider associations to increase understanding of rule and maintain open lines of communication.	Sent ADHC provider letter 3/13/15. Meeting with ADHC providers scheduled 4/15.	Distribute letters to providers describing the transition, criteria for HCB setting, deadlines for compliance and availability of TA. Begin 4/1/15 and ends 5/1/15. Completed 4/1/15	Distribute letters to providers describing the transition, criteria for HCB Setting, deadlines for compliance, and availability of TA. Begins 4/1/15 and ends 5/1/15.	Held 5 provider meetings with OCDD providers, stakeholders and Support Coordinators on 10/20/14 in Lafayette, 11/6/14 in Houma, 1/13/15 in Baton Rouge and 1/14/15 in Alexandria and 2/12/15 in Covington. Providers were notified of the meetings through the Local Governing Entities. Sent e-mail blasts to all providers and associations of upcoming remaining public forums on 2/3/15. Otherwise notices listed on the website.	Held 5 provider meetings with OCDD providers, stakeholders and Support Coordinators on 10/20/14 in Lafayette, 11/6/14 in Houma, 1/13/15 in Baton Rouge and 1/14/15 in Alexandria and 2/12/15 in Covington. Providers were notified of the meetings through the Local Governing Entities.	Sent e-mail blasts to all providers and associations of upcoming remaining public forums on 2/3/15. Held Provider meeting on 2/12/15 in Covington.	

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Stakeholder Engagement							
					Sent e-mail blasts to all providers and associations of upcoming remaining public forums on 2/3/15. Otherwise notices were listed on the website.		
Create method to track and respond to public comments.	Created spreadsheet to track comments 11/14	Created spreadsheet to track comments 12/1/15 and continuing.	Created spreadsheet to track comments 3/1/15 and continuing.	Created spreadsheet to track comments. Completed 1/1/15.	Created spreadsheet to track comments. Completed 1/1/15.	Created spreadsheet to track comments. Completed 1/1/15.	
Collect all public comments. Synthesize comments and develop responses to comments. (Will go into transition plan for CMS).	Began 11/13/14 and completed 3/13/15. Comments and responses are included in the Statewide transition plan.	Completed 11/12/14 and included in the Statewide Transition Plan.	Public comment just ended 3/16/15. Comments, if any, will be forwarded to CMS at a later date.	Began 11/15/14 and completed on 3/13/15. Comments and responses are included in the Statewide Transition Plan.	Completed on 3/13/15. Comments and responses are included in the Statewide Transition Plan.	Comments are due 4/10/15. Comments and responses will be forwarded to CMS once they are finalized.	

Current Louisiana Work Plan Master - Program Review and Assessment

Action Step	OAAS Both Waivers	OBH CSoC	OBH 1915(t)	OCDD ID NOW and CCW	OCDD Supports Waiver	OCDD ROW	Change Note Reference
Program Review and Assessment							
Review licensure, certification, policy and procedures, and provider qualifications	10/17/14 - 11/30/14 Determined changes to review documents not needed.	10/17/14- 11/30/14 Determined changes to review documents not needed.	10/17/14 - 11/30/14 Determined changes to review documents not needed.	10/1/14 to 10/31/14 Determined changes to review documents not needed. <u>In depth analysis will be completed during 1/2016 and 2/20/16 with final results being provided to CMS 3/20/16</u>	10/17/14 - 11/30/14 10/1/14 - 10/31/14 Determined changes to review documents not needed. <u>In depth analysis will be completed during 1/2016 and 2/20/16 with final results being provided to CMS 3/20/16</u>	10/1/14-10/31/14 <u>In depth analysis will be completed during 1/2016 and 2/20/16 with final results being provided to CMS 3/20/16.</u> Determined changes to review documents not needed.	
Prepare list of services subject to new rule. Classified as: 1) clearly meets HCBS setting rule; 2) with modifications, will meet new settings rule; 3) meets CMS close scrutiny review; 4) unclear if new setting rule will be met; and 5) services meet the definition of an institution.	Completed 10/17/14 Only waiver service impacted is ADHC	Completed 10/17/14	Completed 10/17/14	Completed 10/6/14	Completed 11/1/14 - 11/30/14	Completed 10/6/14	
Draft a self-assessment tool that familiarizes providers with the new settings rule and allows an opportunity to measure compliance with the new requirements. The assessment tool will identify areas for the new rule for which the provider is non-compliant and will allow providers to target compliance	Develop a draft self-assessment tool that assesses non-residential settings - 3/13/15 Completed 3/20/15 to 4/15/15	Develop a draft self-assessment tool that assesses residential settings and non-residential settings 3/25/15 - 3/31/15 Completed 3/31/15	Draft a self-assessment tool that familiarizes providers with the new settings rule and allows an opportunity to measure compliance with the new requirements. The assessment tool will identify areas for the new rule for which the provider is	Develop a draft self-assessment tool that assesses non-residential settings - 3/13/15 Completed 2/1/15	Develop a draft self-assessment tool that assesses residential settings and non-residential settings 3/25/15 - 3/31/15 Completed 2/1/15	Draft a self-assessment tool that familiarizes providers with the new settings rule and allows an opportunity to measure compliance with the new requirements. The assessment tool will identify areas for the new rule for which the provider is non-compliant and will allow providers to	

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efforts. The tool will include questions that accurately assess provider compliance; and methods to quantify provider assessment results.			non-compliant and will allow providers to target compliance efforts. The tool will include questions that accurately assess provider compliance; and methods to quantify provider assessment results. Completed 3/31/15			target compliance efforts. The tool will include questions that accurately assess provider compliance; and methods to quantify provider assessment results. Completed 2/1/15	
Post assessments on the website.	3/16/15	4/1/15 Completed 4/1/15	4/1/15 Completed 4/1/15	3/18/15 Completed 3/18/15	3/18/15 Completed 3/18/15	3/18/15 3/18/15	
Circulate self-assessments to stakeholder groups	3/16/15 – 4/15/15	4/1/15 – 5/1/15 Completed 5/1/15	4/1/15 – 5/1/15 Completed 5/1/15	3/18/15 – 4/18/2015 3/18/15-5/2015	3/18/15 – 4/18/2015 3/18/15-5/2015	3/18/15 – 4/18/2015 3/18/15-5/2015	-2015 Q2 OCDD Update II. A
Modify self-assessment tool and participant survey based on stakeholder comments.	4/4/15 4/15/15-6/30/15 2/1/16	5/1/15	5/4/15	4/18/15-4/19/15 -4/30/15 Completed	4/19/15 -4/30/15 Completed 4/18/15	4/18/15 4/19/15 -4/30/15 Completed	-2015 Q2 OAAS Update I. A -2015 Q2 OCDD Update II. A
Distribute assessment to providers	5/1/15 – 5/31/15 Completed 5/4/15 to 6/12/15	5/15/15 – 5/13/15 Ongoing	5/15/15 – 5/31/15 Ongoing	4/19/15 – 4/30/15 7-13-15 & 7-20-15 Service providers to begin conducting assessments after completion of trainings.	4/19/15 – 4/30/15 7-13-15 & 7-20-15 Service providers to begin conducting assessments after completion of trainings.	4/19/15 – 4/30/15 7-13-15 & 7-20-15 Service providers to begin conducting assessments after completion of trainings.	-2015 Q2 OBH Update III. A -2015 Q2 OCDD Update II. A
Conduct site visits	7/1/15 – 12/31/15	7/1/15 – 12/31/15	7/1/15 – 12/31/15	5/1/15 – 9/30/15 10/31/15 1/1/16 – 5/31/16 1/1/16 – 5/31/16	5/1/15 – 9/30/15 10/31/15	5/1/15 – 9/30/15 10/31/15	-2015 Q2 OCDD Update II. A
Provide Training to Providers	5/1/15 and continuing	5/15/15 and continuing	5/15/15 and continuing	4/19/15 and continuing Big Picture Training 6/30/15 Self-Assessment Training 7/13 and 7/20/15 Completed	4/19/15 and continuing Big Picture Training 6/30/15 Self-Assessment Training 7/13 and	4/19/15 and continuing Big Picture Training 6/30/15 Self-Assessment	

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					7/20/15 Completed	Training 7/13 and 7/20/15 Completed	
Assessment due from providers	5/31/15	6/30/15	6/30/15	6/30/15-9/30/15 1/1/16	6/30/15-9/30/15 1/1/16	6/30/15-9/30/15 1/1/16	-2015 Q2 OCDD Update II. A
Analyze findings from site visits and assessments	Self-Assessment 6/1/15 – 7/31/15 Site Visits 3/1/16 – 5/31/16	1/1/16 – 1/31/16	1/1/16 – 1/31/16	5/1/15 – 12/31/15 6/30/16	5/1/15 – 12/31/15 6/30/16	5/1/15 – 12/31/15 6/30/16	
Post Findings on Website	Self-Assessments 8/31/15 Site Visits 5/31/16	2/15/16	2/15/16	1/31/16	1/31/16	1/31/16	
Submit report to CMS	6/1/16	3/30/16	3/30/16	1/31/16	1/31/16	1/31/16	
Draft participant survey for public review.	4/30/15 5/1/15 to 5/29/15	by April 30, 2015 Completed 4/30/15	by April 30, 2015 Completed 4/30/15	5/1/15 – 5/31/15 1/31/16	5/1/15 – 5/31/15 1/31/16	5/1/15 – 5/31/15 1/31/16	-2015 Q2 OAAS Update I. A -2015 Q2 OCDD Update II. A
Post participant survey on the website and circulate to all stakeholders	5/1/15-7/1/15 – 7/31/15	5/1/15	5/1/15	6/1/15 – 6/30/15 2/1/16	6/1/15 – 6/30/15 2/1/16	6/1/15 – 6/30/15 2/1/16	-2015 Q2 OAAS Update I. A -2015 Q2 OCDD Update II. A
Modify participant survey based on comments	6/1/15	5/1/15 – 6/1/15	5/1/15 – 6/1/15	6/30/15 3/15/16	6/30/15 3/15/16	6/30/15 3/15/16	-2015 Q2 OCDD Update II. A
Provide training on participant survey	5/1/15 and continuing	6/15/15 – 9/15/15	6/15/15 – 9/15/15	6/1/15 and continuing 3/31/16	6/1/15 and continuing 3/31/16	6/1/15 and continuing 3/31/16	-2015 Q2 OCDD Update II. A
Distribute participant survey	9/1/16 (beginning of the 1915(c) monitoring period)	9/30/15	9/30/15	7/1/15 – 9/30/15 4/1/16	7/1/15 – 9/30/15 4/1/16	7/1/15 – 9/30/15 4/1/16	-2015 Q2 OCDD Update II. A
Participant Survey Due	2/18/17 (end of the 1915(c) monitoring period)	10/1/15 – 10/31/15	10/1/15 – 10/31/15	10/1/15 5/31/16	10/1/15 5/31/16	10/1/15 5/31/16	-2015 Q2 OCDD Update II. A
Analyze findings of participant survey	5/31/17	11/30/15	11/30/15	10/1/15 – 12/31/15 6/30/16	10/1/15 – 12/31/15 6/30/16	10/1/15 – 12/31/15 6/30/16	-2015 Q2 OCDD Update II. A
Post Findings on the website	5/31/17	by April 30, 2016	by April 30, 2016	1/31/16 8/1/16	1/31/16 8/1/16	1/31/16 8/1/16	-2015 Q2 OCDD Update II. A
Submit final report to CMS on assessments and participant surveys	6/31/17	3/30/16	3/30/16	1/31/16 9/30/16	1/31/16 9/30/16	1/31/16 9/30/16	

Current Louisiana Work Plan Master – Remediation Strategies

Action Step	OAS Both Waivers	OBH CSoC	OBH 1915(†)	OCDD ID NOW and CCW	OCDD Supports Waiver	OCDD ROW	Change Note Reference
Ensuring Providers are Compliant							
Identify and send letters to providers who are not compliant with HCB settings rule.	6/1/15	8/1/15	8/1/15	8/1/15	8/1/15	8/1/15	
Providers who are not in compliance and wish to remain enrolled as waiver providers will submit a corrective action plan. Non-compliance may not extend beyond March 17, 2019.	3/1/16 – 2/28/17	9/1/15 – 8/30/16	9/1/15 – 8/30/16	9/1/15	9/1/15	9/1/15	
Technical assistance will be available to providers to ensure that the interpretation of the HCB setting rule is the same and the provider is implementing necessary changes to meet compliance.	5/1/15 – ongoing	6/1/15 – 8/30/16	6/1/15 – 8/30/16	9/1/15-ongoing	9/1/15-ongoing	9/1/15-ongoing	
Louisiana will conduct on-site reviews to evaluate validity of remediation compliance.	9/16 – 2/17	9/1/15 – 8/30/16	9/1/15 – 8/30/16	10/1/15-ongoing	10/1/15-ongoing	10/1/15-ongoing	
A disenrollment process of non-compliant providers will be developed and consist of: 1) provider disenrollment; 2) transition plan for participants; and 3) appeal rights for participants and providers.	Developed: 10/1/15 – 12/1/15 Implemented: 3/1/16 – 3/1/17	9/1/15- 8/30/16	9/1/15 – 8/30/16	1/1/16	1/1/16	1/1/16	
Develop monitoring instrument to ensure setting compliance. May include random, unannounced site visits.	Begins 6/1/15 and ends 9/1/15	3/1/15 and ongoing	3/1/15 and ongoing	5/1/15 – 9/30/15	5/1/15 – 9/30/15	5/1/15 – 9/30/15	

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Implementation of a transition plan will be developed for those needing to transfer to an appropriate HCB setting. Individuals will be given timely notice and a choice of alternative providers. Transition of individuals will be tracked to ensure successful placement and continuity of service.	3/1/16 – 3/1/17	6/1/15 – 12/31/15	6/4/15 – 12/31/15	5/1/15 – 9/30/15	5/1/15 – 9/30/15	5/1/15 – 9/30/15	

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Ensuring a Quality System							
Continuous scrutiny will be provided to licensing, certification, policy and procedures, and provider qualification to ensure all document are compliant with the HCB Settings Rule.	2/15 – 8/15	Completed 10/31/14	Completed 10/31/14	Completed 10/31/14	Completed 10/31/14	Completed 10/31/14	
Specific quality assurance and improvement strategies are developed to ensure providers are evaluated against the HCB Setting Rule prior to enrollment.	1/23/15	10/31/15	10/31/15	10/31/15	10/31/15	10/31/15	
Practical performance measures are created to ensure providers continue to meet the HCB Settings Rule.	1/23/15	12/1/15	12/4/15	10/31/15	10/31/15	10/31/15	
A participant survey is developed to be administered at least	3/1/16 - ongoing	12/1/15	12/4/15	5/1/15 – 5/31/15	5/1/15 – 5/31/15	5/1/15 – 5/31/15	-2015 Q2 OCDD Update II. A

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annually to monitor the individual's experience with the HCB Settings Rule.							
Full compliance is achieved for all Louisiana HCBS Waiver Programs. Final Report to CMS.	March, 2019	March, 2019	March, 2019	March, 2019	March, 2019	March, 2019	