

2016 Quarter 1 Current Louisiana Work Plan Master

Updated 5/2/16

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	<u>Began</u> 9/22/14 and continuing <u>through 3/2019</u>	<u>Began</u> 9/22/14 and continuing <u>through 3/2019</u>	<u>9/22/14 and continuing</u>	9/22/14 and continuing <u>through 3/2019</u>	9/22/14 and continuing <u>through 3/2019</u>	9/22/14 and continuing <u>through 3/2019</u>	2015 Q4 OCDD Update I.A 2015 Q4 OAAS Update I.A 2015 Q4 OBH Update III.A 2016 Q1 OAAS Update I.A 2016 Q1 OCDD Update II.A 2016 Q1 OBH Update III.A
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.	<u>All stakeholders identified on 10/31/14.</u>	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	

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Stakeholder Engagement							
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.	
Support ongoing stakeholder communications.	Held public forum (including OAAS stakeholders) on 11/19/14, and continuing as needed through 3/2019. Website is updated as needed and providers and stakeholders will be informed of transition plan progress.	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. 11/2014 and continuing through 3/2019	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. 11/2014 and continuing through 3/2019	Held public forum on 11/17/14. Held public forums on 2/11/15 in Shreveport and 2/20/15 in Houma. 11/2014 and continuing through 3/2019	2015 Q4 OCDD Update II.A 2016 Q1OCDD Update II.A 2016 Q1 OBH Update III.A
Reach-out to providers and provider associations	Sent ADHC provider letters 3/13/15.	Distribute letters to providers describing the	Distribute letters to providers describing the	Held 5 provider meetings with OCDD providers, stakeholders and Support	Held 5 provider meetings with OCDD providers, stakeholders	Sent e-mail blasts to all providers and associations of	

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Stakeholder Engagement							
to increase understanding of rule and maintain open lines of communication.	Meeting with ADHC providers scheduled 4/15/15. <u>Provider outreach will continue as needed through 3/2019.</u>	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	transition, criteria for HCB Setting, deadlines for compliance, and availability of TA. Begins 4/1/15 and ends 5/1/15.	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.	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 were listed on the website.	upcoming remaining public forums on 2/3/15. Held Provider meeting on 2/12/15 in Covington.	
Create method to track and respond to public comments.	Created spreadsheet to track comments 11/14 <u>Completed</u>	Created spreadsheet to track comments 12/1/15 and continuing.	<u>Created spreadsheet to track comments 3/1/15 and continuing.</u>	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.	

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Stakeholder Engagement							
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

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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. Additional crosswalk created 11/16/15 – 12/11/15 Revisions to ADHC provider manual will be completed by 10/1/16	10/17/14-11/30/14 Determined changes to review documents not needed. 12/1/15 – 12/11/15	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. In depth review 2/2016-3/2016 Revisions to manuals/documents will be completed by 12/31/2016	10/17/14 – 11/30/14 10/1/14 – 10/31/14 Determined changes to review documents not needed. In depth review 2/2016-3/2016 Revisions to manuals/documents will be completed by 12/31/2016	10/1/14-10/31/14 etermined changes to review documents not needed. In depth review 2/2016-3/2016 Revisions to manuals/documents will be completed by 12/31/2016	2015 Q4 OCDD Update IIA 2015 Q4 OAAS Update IA 2015 Q4 OBH Update IIIA 2016 Q1OCDD Update IIA
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	Completed 10/17/14. -Only waiver service impacted is ADHC	Completed 10/17/14	Completed 10/17/14	Completed 10/6/14 12/2015	Completed 11/1/14 – 11/30/14 12/2015	Completed 10/6/14 12/2015	2015 Q4 OCDD Update IIA

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CMS close scrutiny review; 4) unclear if new setting rule will be met; and 5) services meet the definition of an institution.							
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 efforts. The tool will include questions that accurately assess provider compliance; and methods to quantify provider assessment results.	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 Posted description of revised provider questions and monitoring process to designated website: Completed 12/22/15 1/12/16	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 efforts. The tool will include questions that accurately assess provider compliance; and methods to quantify provider assessment results. Completed 3/31/15	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 target compliance efforts. The tool will include questions that accurately assess provider compliance; and methods to quantify provider assessment results. Completed 2/1/15	2015 Q4 OBH Update III.A 2016 Q1 OBH Update III.A
Post assessments on the website.	Completed 3/16/15	4/4/15 Originally completed 4/1/15 Posted description	4/4/15 Completed 4/4/15	3/18/15 Completed 3/18/15	3/18/15 Completed 3/18/15	3/18/15 3/18/15	2015 Q4 OBH Update III.A 2016 Q1 OBH Update III.A

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		of revised provider questions and monitoring process to designated website; Completed 1/12/16 4/22/15					
Circulate self-assessments to stakeholder groups	Completed: 3/16/15 – 4/15/15	4/1/15 – 5/1/15 Completed 5/1/15 1/12/16	4/1/15 – 5/1/15 Completed 5/1/15	3/18/15 – 4/18/2015 Completed: 3/18/15-5/2015	3/18/15 – 4/18/2015 Completed: 3/18/15-5/2015	3/18/15 – 4/18/2015 Completed: 3/18/15-5/2015	-2015 Q2 OCDD Update II. A 2016 Q1 OBH Update III.A
Modify self-assessment tool and participant survey based on stakeholder comments.	4/15/15 4/15/15–6/30/15 Self-assessment Tool Completed: 2/1/16 4/16/15/15 - 4/22/15 Participant Survey Completed: 2/1/16	5/1/15 Questions were not modified.	5/1/15	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 2016 Q1 OAAS Update I.A
Distribute assessment to providers	5/1/15 – 5/31/15 Completed 5/4/15 to 6/12/15 Second round of provider self-assessments completed: 3/18/16 – 4/8/16	5/15/15 – 5/13/15 Ongoing Begin 2/1/16 Completed 1/12/16	5/15/15 – 5/31/15 Ongoing	4/19/15 – 4/30/15 Completed: 7-13-15 & 7-20-15 Service providers to begin conducting assessments after completion of trainings.	4/19/15 – 4/30/15 Completed: 7-13-15 & 7-20-15 Service providers to begin conducting assessments after completion of trainings.	4/19/15 – 4/30/15 Completed: 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 2016 Q1 OAAS Update I.A
Conduct site visits	7/1/15 – 12/31/15 2/1/16 – 6/30/16	7/1/15 – 12/31/15 Begin 2/1/16 5/1/16 – 6/30/16	7/1/15 – 12/31/15	5/1/15 – 9/30/15 10/31/15 1/1/16 – 5/31/16	5/1/15 – 9/30/15 10/31/15 1/1/16 – 5/31/16	5/1/15 – 9/30/15 10/31/15 1/1/16 – 5/31/16	-2015 Q2 OCDD Update II. A 2015 Q4 OAAS Update I.A 2016 Q1 OCDD Update II.A
Provide Training to Providers	5/1/15 and continuing Completed 4/30/15	5/15/15 and continuing Completed: Wrap Around Agency (WAA) Call 2/24/16	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	2016 Q1 OBH Update III.A

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					7/20/15 Completed	Training 7/13 and 7/20/15 Completed	
Assessment due from providers	5/31/15 6/12/15	6/30/15 N/A The CSoc Contractor revised the credentialing and re-credentialing process to ensure all waiver providers meet the HCBS setting rule requirements.	6/30/15	6/30/15-9/30/15 1/1/16 Adjusted timeframe: 2/5/2016	6/30/15-9/30/15 1/1/16 Adjusted timeframe: 2/5/2016	6/30/15-9/30/15 1/1/16 Adjusted timeframe: 2/5/2016	-2015 Q2 OCDD Update II. A 2015 Q4 OCDD Update II.A 2016 Q1 OCDD Update II.A
Analyze findings from site visits and assessments	Self-Assessment 6/15/15 – 7/31/15 Site Visits 3/1/16 – 5/7/31/16	4/4/16 – 1/31/16 6/30/16	4/4/16 – 1/31/16	5/4/15 – 12/31/15 6/30/16-7/31/2016	5/1/15 – 12/31/15 6/30/16-7/31/2016	5/4/15 – 12/31/15 6/30/16-7/31/2016	
Post Findings on Website	Self-Assessments 8/9/31/15 Site Visits 5/7/31/16	2/15/16 7/18/16 8/1/16	2/15/16	1/31/16 8/1/16	4/31/16 8/1/16	4/31/16 8/1/16	
Submit report to CMS	6/8/1/16	3/30/16 8/4/16 9/30/16	3/30/16	4/31/16 9/30/16	4/31/16 9/30/16	4/31/16 9/30/16	
Draft participant survey for public review.	4/30/15 5/4/15 to 5/29/15 ADHC specific survey: Completed 8/1/15 Survey for all waiver participants: Completed 1/11/16	by April 30, 2015 Completed 4/30/15 12/22/15 Revised survey questions sent to stakeholders on 1/12/16	by April 30, 2015 Completed 4/30/15	5/4/15 – 5/31/15 1/31/16 3/11/2016	5/1/15 – 5/31/15 1/31/16 3/11/2016	5/4/15 – 5/31/15 1/31/16 3/11/2016	-2015 Q2 OAAS Update I. A -2015 Q2 OCDD Update II. A 2015 Q4 OCDD Update II.A 2015 Q4 OBH Update III.A
Post participant survey on the website and circulate to all stakeholders	5/1/15 7/1/15 – 7/31/15 ADHC specific: 8/6/15-9/9/15 All waiver participants: 1/12/16-2/11/16	5/4/15 12/22/15 Completed 1/12/16	5/1/15	6/1/15 – 6/30/15 2/4/16 3/14/16-4/14/16	6/1/15 – 6/30/15 2/4/16 3/14/16-4/14/16	6/1/15 – 6/30/15 2/4/16 3/14/16-4/14/16	-2015 Q2 OAAS Update I. A -2015 Q2 OCDD Update II. A 2015 Q4 OBH Update III.A
Modify participant	6/4/15	5/4/15 – 6/4/15	5/4/15 – 6/4/15	6/30/15	6/30/15	6/30/15	-2015 Q2 OCDD

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survey based on comments	N/A - no comments received for both surveys	Completed 2/26/15		3/15/16 3/14/16-4/22/16	3/15/16 3/14/16-4/22/16	3/15/16 3/14/16-4/22/16	Update II. A 2016 Q1 OBH Update III.A
Provide training on participant survey	5/1/15 and continuing 1/14/16 – 2/29/16	6/15/15 – 9/15/15 Completed 2/24/16	6/15/15 – 9/15/15	6/1/15 and continuing 3/31/16 4/22/16-4/30/16	6/1/15 and continuing 3/31/16 4/22/16-4/30/16	6/1/15 and continuing 3/31/16 4/22/16-4/30/16	-2015 Q2 OCDD Update II. A 2015 Q4 OCDD Update II.A 2015 Q4 OAAS Update I.A
Distribute participant survey	9/1/16 (beginning of the 1915(e) monitoring period) 3/1/16-6/30/16 Will occur annually beginning in 2016 during our 1915c QA monitoring period (Jan-Jun)	9/30/15 Begin 2/1/16 Began 3/1/16 and ongoing through 4/30/16	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 2016 Q1 OBH Update III.A
Participant Survey Due	2/18/17 (end of the 1915(e) monitoring period)6/30/16 Survey will be due June 30th every year	10/1/15 – 10/31/15 4/30/16	10/1/15 – 10/31/15	10/1/15 5/31/16 5/1/16-6/30/16	10/1/15 5/31/16 5/1/16-6/30/16	10/1/15 5/31/16 5/1/16-6/30/16	-2015 Q2 OCDD Update II. A
Analyze findings of participant survey	5/31/17/1/16-7/11/16	11/30/15 6/30/16	11/30/15	10/1/15 – 12/31/15 6/30/16 7/1/16-7/31/16	10/1/15 – 12/31/15 6/30/16 7/1/16-7/31/16	10/1/15 – 12/31/15 6/30/16 7/1/16-7/31/16	-2015 Q2 OCDD Update II. A
Post Findings on the website	5/31/17/18/16	by April 30, 2016 7/18/16 8/1/16	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	8/1/16/6/31/17	3/30/16 8/4/16 9/30/16	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	OAAS Both Waivers	OBH CSoC	OBH 1915(f)	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	6/1/15/7/1/15-7/29/16 Identified through	8/1/15 7/1/16 – 8/30/16	8/1/15	– 8/1/15 1/1/16 – 5/31/16	– 8/1/15 1/1/16 – 5/31/16	– 8/1/15 1/1/16 – 5/31/16	

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HCBS settings rule.	self-assessments and site visits						
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 8/1/16 – 9/30/16	9/1/15 – 8/30/16	9/1/15 1/1/16 – 9/30/16	9/1/15 1/1/16 – 9/30/16	9/1/15 1/1/16 – 9/30/16	2016 Q1 OAAS Update 1.A
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 2/2019	6/1/15 – 9/30/16	6/1/15 – 8/30/16	9/1/15 ongoing Reports will be due at least quarterly TA will be available upon request Completion date will not extend beyond 2/2019	9/1/15 ongoing Reports will be due at least quarterly TA will be available upon request Completion date will not extend beyond 2/2019	9/1/15 ongoing Reports will be due at least quarterly TA will be available upon request Completion date will not extend beyond 2/2019	2015 Q4 OCDD Update II.A
Louisiana will conduct on-site reviews to evaluate validity of remediation compliance.	9/16 – 2/17	9/1/15 – 8/30/16 10/1/16 – 12/31/16	9/1/15 – 8/30/16	10/1/15 ongoing 1/1/16 – 9/30/16	10/1/15 ongoing 1/1/16 – 9/30/16	10/1/15 ongoing 1/1/16 – 9/30/16	
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 Implement: 3/1/16 – 3/1/17	9/1/15 – 8/30/16 1/1/17 – 3/30/17	9/1/15 – 8/30/16	1/1/16 Develop: 1/1/17 – 6/1/17 Implement: 3/1/18 – 2/1/19	1/1/16 Develop: 1/1/17 – 6/1/17 Implement: 3/1/18 – 2/1/19	1/1/16 Develop: 1/1/17 – 6/1/17 Implement: 3/1/18 – 2/1/19	
Develop monitoring instrument to ensure setting compliance. May include random, unannounced site visits.	Begins 6/1/15 and ends 9/1/15 ongoing and ends 9/1/15 – 1/29/16	3/1/15 and ongoing Completed 3/1/16	3/1/15 and ongoing	5/1/15 – 9/30/15 7/1/16 – 8/31/16	5/1/15 – 9/30/15 7/1/16 – 8/31/16	5/1/15 – 9/30/15 7/1/16 – 8/31/16	2016 Q1 OAAS Update 1.A
Implementation of a transition plan will be developed for those needing to transfer to an appropriate HCB setting. Individuals	3/1/16 – 3/1/17	6/1/15 – 12/31/15 3/1/16 – 3/1/17	6/1/15 – 12/31/15	5/1/15 – 9/30/15 3/1/18 – 2/1/19	5/1/15 – 9/30/15 3/1/18 – 2/1/19	5/1/15 – 9/30/15 3/1/18 – 2/1/19	2016 Q1 OAAS Update 1.A

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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.							

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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 – 8/12/15 through 2/2019	Completed 10/31/14 – 2/2019	Completed 10/31/14	Completed 10/31/14 12/2015 – ongoing through 2/2019	Completed 10/31/14 12/2015 – ongoing through 2/2019	Completed 10/31/14 12/2015 – ongoing through 2/2019	2015 Q4 OCDD Update II.A
Specific quality assurance and improvement strategies are developed to ensure providers are evaluated against the HCB Setting Rule prior to enrollment.	Completed 1/23/15	10/31/15 Completed 1/12/16	10/31/15	10/31/15 3/16 – 12/31/16	10/31/15 3/16 – 12/31/16	10/31/15 3/16 – 12/31/16	
Practical performance measures are created to ensure providers continue to meet the HCB Settings Rule.	Completed 1/23/15	12/1/15 Completed 1/12/16	12/1/15	10/31/15 1/1/16 – 12/31/16	10/31/15 Begin 1/1/16	10/31/15 1/1/16 – 12/31/16	2016 Q1 OCDD Update II.A
A participant survey is developed to be administered at least annually to monitor the individual's experience with the HCB Settings Rule.	Conducted annually beginning in 2016 during 1915c QA monitoring period 3/1/16 – ongoing (Jan-Jun)	12/1/15 Completed 2/26/16	12/1/15	5/1/15 – 5/31/15 5/16 and conducted annually	5/1/15 – 5/31/15 5/16 and conducted annually	5/1/15 – 5/31/15 5/16 and conducted annually	-2015 Q2 OCDD Update II. A
Full compliance is achieved for all	March, 2019	March, 2019	March, 2019	March, 2019	March, 2019	March, 2019	

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Louisiana HCBS Wavier Programs. Final Report to CMS.							