Residential Monthly Provider Meeting – 6/1/2023

OIG Report & DCS’s Response: David Reed:

* These are calendar days
* 30 Day Paper Review for medications of youth in Residential programs - up load every 30 days
* 90 Day In Person Review for medications of youth in Residential programs– up load the month the report is completed
* This will prepare the state for federal audits for this issue of documentation for prescription medication for youth in care
  1. Contract changes effective 4/1/23:
* Provider Desk Guide for Attaching Case Documentation (Attached to email)

- Reach out to Regional Service Coordinator, Crystal, David, or Residential Licensing Specialists

for questions

* 1. - Goal is to implement by July 1, 2023
  2. Questions/clarifications:
* By 10th of each month
* Applies to youth getting prescribed medication in treatment. Less likely this will occur for ESC – David will get a clearer answer regarding ESC.
* When you upload the reports for ESC kids, the upload with information if this is an ESC. Then those reviewing will know not to expect the med evaluation information.
* There is no specified format – need to include what the appointment was, reason and result of the appointment.
* Must be a separate report uploaded, not the same as the monthly report.
* If youth is not on medication state that and upload the report every single month for every youth in care a report must be submitted
* Mike/Bashor – does the report need to be uploaded within 2 days of the occurrence? – David – will be checking each month for the two 30 day reports and then the 90 day report.
* Mike/Bashor – what if there is a delay? David – upload a report by the 10th of each month, noting the delay and then upload the report when you have it.
* Mike/Bashor – even if we have the monthly report uploaded, if we don’t have the medication report uploaded, we won’t be paid? David – yes, there will be a check for both reports to pay providers each month. DCS will just confirm reports are there but not content. Residential Licensing Specialist during audits will be auditing for content.

Service Hub: Ashlee Prewitt

- Services Hub Provider Portal – Link in agenda sent out

- Urgent Discharge Notification for 30 day and 5 day notification must be through portal which is when the time will start

- Bed Availability

* + - * 1. - ESC Bed Availability – continue to do the wonderful job begin done.
  1. - High Acuity Bed Availability – continue to keep up to date.
     + - 1. - If have question on using the Service Portal contact Residential Licensing Specialist to get
         2. detailed instructions.

Residential Licensing Unit: Ashlee Prewitt

- Non-Compliance Form Update – have began using process between, points are in compliance and the POC process – Using these forms during audit, quarterly visit, etc. The form looks similar to POC form, with biggest change in section II. Time frames are different, 5 day or 7 day response time.

- No questions during the meeting

- Licensing Age Ranges and Action Steps –

- Over the next 1-2 weeks, agencies will be contacted by Residential Licensing Specialist on license age ranges. Some facilities are licensed up to 21, need to correct license to maximum age of 20. When youth turn 21 they will not be able to remain in residential facility. Facilities will need to complete an updated application. Will only affect those facilities with license up to age 21.

- No questions during the meeting

- Audit and POC Updates and Trends –

- 49 of 118 audits are completed. Trends which include repeats.

- Treatment Plans and all identified staff and others are not included in Treatment planning. Whether through team meeting or signature on the form.

- Continuing to see Background checks are a consistent area being a noncompliance. Ensure maiden, previous and nick names are included.

- Ensure monthly reports are done by calendar day and that all information is included in the written reports.

- No questions during the meeting

- Mentoring Workgroup -

- Last month DCS discussed developing a mentoring work group to connect and link current facilities with fully established programs to new facility license applicants. Only had 1 agency interested. If there are others interested, please reach out to anyone on the Residential Licensing Unit. DCS will move forward after next month with anyone interested.

General Questions –

* Jodi/Safe Passage – Is there a way to staff high acuity kids that are already in placement? – Rebecca Roy – Integrated Care Manager – clinical consultants have a High Acuity meeting each morning, to staff discharge notices and youth in DCS office. The team can add any other youth identified by facilities. DCS will be reaching out to facilities and invite 1-2 to come this meeting each month to communicate needs and what facilities are seeing. If facilities have any immediate concerns reach out to Rebecca by email or phone. Jodi – clarified can we talk with the clinical consultant from the region the youth is from? Rebecca – facilities can do that or reach out to Rebecca – [Rebecca.roy@dcs.in.gov](mailto:Rebecca.roy@dcs.in.gov)
* Jodi/Safe Passage- Is the universal referral form packet/process still happening? This had been discussed in the past. Ashlee – have not heard anything about this process. Will get with Crystal and follow up at next month’s meeting.

July Meeting Location - The Refuge: 50 S 1st St, Austin, IN

Let Residential know if interested in hosting a monthly provider meeting at your facility.