

CLEARWATER CURRENTS

Fall 2009

Clearwater Council of Governments



FROM THE DESK OF THE EXECUTIVE DIRECTOR

I would like to take this opportunity to welcome a new face to the Clearwater COG. Melinda Slusser will be taking over as the new Superintendent of the Ottawa County Board of Developmental Disabilities effective November 1, 2009. Later in this newsletter, you will find a spotlight article on her. Please join me in welcoming her.

The Clearwater COG Board has met to review the status of this last year's goals and to develop goals for the coming year. One of the major achievements over the last year has been getting PATHS started in our region of the state. Through a collaborative effort on the part of COG staff, County Board staff, and providers we have launched our PATHS region. The first group of participants is nearing completion of their training. Reports back from participants tell us that it has been a worthwhile experience. Hats off to all of those that helped get PATHS up and running!

Additionally, it has been a goal to completely re-write our Best Practice Manual. This too has been completed. You can now find the Best Practice Manual on our website. Placing it on the website will allow us to keep it current in our ever changing world. In addition, we will be providing copies to each SSA in the near future.

Over the next year, we have plans to implement the National Core Indicators in our nine member counties. In addition, we intend to provide increased training services with an emphasis on small and independent providers. Other goals include assisting counties and providers with the upcoming changes that will result from the DODD cost projection tools, revising our quality assurance survey process, evaluating providing billing services and payeeship services to name a few.

I hope you find useful information enclosed in this issue of Clearwater Currents. As always, please pass the newsletter along to your staff.

Couldn't have said it better...

**“Quality is never an accident...
It is always the result of high
intention, sincere effort,
intelligent direction, and skillful
execution.
It represents the wise choice of
many alternatives.”**

--Will Foster--

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Clearwater Council of Governments is committed to persons with developmental disabilities, enabling them to shape their own lives through community living choices.

COG TRAININGS

Positive Culture Initiative training was held on September 10th. Melanie Stretchbery, Superintendent of Wood County Board of Developmental Disabilities was a great, enthusiastic presenter. She gave an overview of the **positive culture initiative** and specifics that included:

- Who is involved in the movement;
- What is the hope for the movement,
- Components of the movement;
- Local networks making a difference;
- Core concepts of a positive culture;
- Changing our view of the person;
- Making a better life for the person;
- You as the tool, and
- Supporting a positive culture in our work and community.

Trusts for Individuals and Guardianship training was held on September 10th. David Zwyer, Attorney-at-Law, shared his expertise on **Trusts and Estate Planning** that included the following:

- Things to consider regarding trusts and estate planning;
- Last will and testament;
- Types of trusts available for Ohioans with disabilities and their families (support trusts, discretionary trusts, discretionary trusts since 2002, supplemental services trusts, and Medicaid payback trusts).

Mr. Zwyer also compared the different types of trusts. The last hour of this training focused on **Guardianship** and included:

- Who needs a guardian,
- Parents as Guardians,
- Types of Guardianships,
- Less restrictive guardianship,
- What rights are taken away when a guardian is appointed,
- Alternatives to guardianship,
- Residency requirements,

- Conflict of interest provision concerning providers of services,
- Choosing a guardian,
- Guardianship agencies for those without available family,
- The application process,
- Reporting requirements,
- Rights, Duties, and Responsibilities of a guardian, and
- Guardianship in the Medicaid world.

Booklets created by the Ohio Developmental Disabilities Council on both topics were disseminated at the training. These booklets are also offered online at <http://www.ddc.ohio.gov/>. After you go to the website, click on publications and products; then click on Guardianship-Estate Planning.

The COG's second day of training--**Benefits & Employment--Medicaid, Medicare, Social Security & Service and Support Administrators: Learn How to Maximize Benefits for Those You Serve** was held on September 30th. The following topics were covered by Michael Walling:

Social Security Administration directs two disability programs.

The first is Title II, which includes Social Security, Social Security Disability Insurance, Retirement, Survivors, and Disability Insurance, Childhood Disability Benefit, and Social Security Disabled Adult Child.

The second is Title XVI which includes Supplemental Security Income for the Aged, Blind, and Disabled, SSDI.

Additional topics covered included:

- the order of benefit eligibility,
- the definition of disability,
- Substantial Gainful Activity(SGA),
 - what income counts,
 - what determines the SGA, continuing disability reviews (CDRs),
- SSI eligibility,
- remaining eligible for SSI,

- how SSI payment amounts are determined, and
- income exclusions.

This training was very informative and well attended.

The Benefits **Planning Query Handbook (BPQY)** and an extensive list of **Social Security Resources** and their websites that were requested by the attendees are available on the COG's website <http://www.clearwater.org>

POSSIBLE NEW WAIVER SERVICE FOR CAMPS

The state is looking to add three new waiver services to the IO waiver. One is for adult family care. This will be similar to foster care, but for individuals that live with their family and receive services from their family. The second one is remote monitoring. The third one is out of home respite.

Out of home respite is designed for what most County Boards call camp. The committee that is working on this new waiver service is discussing two different types of out of home respite. One is for day type camps that are scheduled for 5 to 7 hours in a day. The other one is for overnight type camps.

Current discussions of these services are that the rates will be a daily rate based on the homemaker personal care rates. These daily rates will also be adjusted for the behavior and medical add-ons. There is a possibility that the day respite service will also have a 15-minute rate similar to day services for individuals that for some reason cannot attend for the normally scheduled 5 to 7 hours and receive services for less than 5 hours in a day.

There will be a limit to the amount of out of home respite that an individual can receive in an ISP span. Currently, the committee is looking at the limit being the dollar amount equivalent to 30 days of the overnight respite rate. The cost of these out of home respite services will also have to be included in the individual funding range that is determined by the ODDP.



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OTTAWA COUNTY BOARD OF DD HIRES NEW SUPERINTENDENT



The Ottawa County Board of Developmental Disabilities is pleased to announce Ms. Melinda Slusser as their new Superintendent, effective November 1, 2009. Ms. Slusser has been working in Ottawa County since June of 2009 as the Interim Superintendent, while also maintaining her position as Director of Quality and Compliance for the Wood County Board of Developmental Disabilities.

She grew up in Putnam County and has remained in Northwest Ohio throughout her career. Her credentials include a Master's Degree in Rehabilitation Counseling from BGSU as well as a law degree from the University of Toledo. She is also licensed as an attorney in the state of Ohio.

Melinda has over 24 years of experience working for the Wood County Board of DD in various positions, starting with direct service positions through middle and upper management. She has over 15 years experience in management and leadership positions in Wood County, including directing their Adult Service and Operations programs. During her tenure there, she worked diligently to better serve youth in transition and adults in both sheltered settings and community employment options.

Melinda's passion for excellence in service is obvious. We feel very fortunate to have a Superintendent of her quality here in Ottawa County and look forward to many years of exemplary leadership from her.

WAYCRAFT INDUSTRIES

Our state's tough economic times have required day service and vocational settings to become even more creative as it has affected the work that has been available to the individuals we

serve. We applaud the efforts made by all of you to make the extra effort to come up with new activities.

The Crawford County Workshop has been busy doing a number of activities recently. One of them is to make homemade cards and deliver them to local nursing or a hospice home. They have also invited cloggers to perform from an area dance club. The individuals celebrated the anniversary of the space program in an educational unit in which they looked at pictures, and watched a movie clip of a space launch. Crawford had their own garden from which they harvested lots of vegetables. The individuals assisted in making salsa in a bag, and they got to enjoy veggies and dip, as well as harvest soup.



Some other fun activities have included:

- Yarn bowls; rag & trivet bowls
- Cinnamon dough ornaments
- Ice cream in a ball, cobbler in a bag
- Paper mache
- Marshmallow art
- Collage flags
- Making homemade butter
- Air dry clay bowls and beads
- Tie dye shirts, hankies and pillowcases
- Mosaic plates
- Oceans in a bottle
- Line dancing
- Corn hole
- Indoor bowling
- Wii competitions
- Field trips: swimming at the YMCA, fishing at local park, county fair, pizza place

Crawford individuals also made and entered items at the Crawford County Fair for which they received several blue ribbons.

Entries included: a fleece blanket, stepping stones, seed pictures, metal wind chimes, pumpkin baskets, loom woven coaters, cinnamon ornament garland, stuffed snowman, cinnamon ornament



wall hanging, foam star with beads, painted tulips in basket, painted t-shirt and sweatshirt, bead and raffia wreath, snowflake wreath, beaded wreath, spider wreath, dried flower swag, painted birdhouse, flower box (wooden), holiday box, baby shower box, wedding box, straw hats, latch hook rug, snowman doll, scrapbook, watercolor pictures, necklace & bracelets, stuffed pillow, charcoal art, drawings and photos. Congratulations to everyone who participated on a job well done!

MONTHLY RESPONSE NOTATION on DOCUMENTATION SHEETS

According to the documentation requirements listed in Rule 5123:2-9-05, providers must make a notation on their documentation sheets at least monthly indicating a response to services delivered.

This notation must be directly related to the person, not the provider. Provided below are examples of acceptable monthly notations.



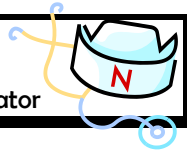
- "Individual is socializing more this month than in months past."
- "Individual is showing great improvement with their house cleaning skills."
- "Individual enjoyed going to the zoo this month."
- "Individual was excited that they lost 5 pounds on their diet."
- "Individual helped make spaghetti for the first time."
- "Individual made his own bed for the first time."
- "Individual enjoyed spending a weekend camping with their housemates."

Occasionally, when reviewing documentation the quality assurance staff will come across a monthly notation stating "services were delivered". This would be an example of an unacceptable monthly notation. Other examples of unacceptable notation include, "worked good" or "met goals".

NURSE'S CORNER

Lisa Arebaugh, RN

QA RN Coordinator



Heart Attack and Chest Pain

Because chest pain can be a sign of a heart attack it is important to seek help and get treatment as soon as possible.

A heart attack or myocardial infarction (MI) occurs when the surface covering a fatty plaque ruptures. A blood clot (thrombus) can form on the plaque, which can partially or completely block the artery. This blockage slows or stops the flow of blood to the heart muscle fed by that artery.



Heart Attack Symptoms can include the following:

- Discomfort, pressure, heaviness, or pain in the chest, arm or below the breastbone.
- Discomfort radiating to the back, jaw, throat or arm.
- Fullness, indigestion or choking feeling (may feel like heartburn)
- Sweating, nausea, vomiting or dizziness
- Extreme weakness, anxiety or shortness of breath.
- Rapid or irregular heartbeat.

At the first signs, call for emergency treatment (911).

Heart disease is a leading cause of death for men and women in the United States. Keys to prevention include quitting smoking, lowering your cholesterol, controlling high blood pressure, maintaining a healthy weight and exercising.

Source: *WebMD and Up to date*

Update

The new self-administration assessment forms are now available and they will be e-mailed to the SSA contacts for distribution. The lists of the new forms are as follows:

1. Medication Administration
2. Administration of feedings/meds per G/J Tube
3. Subcutaneous Insulin Injection
4. Using a Glucometer

There will be training on these new forms on November 16, 2009. If you would like further information please call Lisa at 419/707-4261.

MUI TRAINING FOR INDEPENDENT PROVIDERS

We are happy to provide bi-monthly MUI and Individual Rights trainings for Independent Providers starting in **October** of 2009.

MUI training will be held at the Marion County Board and Sandusky County Board once a month. For exact dates, please go to our website calendar. (www.clearwatercog.org)

It is asked that you register with Barb Tatlock at least one week in advance. It is best to email her at Barb.Tatlock@ocbmr.org. She can also be reached by phone at 419-898-8264.

Clearwater Council of Governments works with the following nine County Boards of Developmental Disabilities: Crawford, Erie, Huron, Marion, Morrow, Ottawa, Sandusky, Seneca and Wyandot. The training will cost \$10 for independent providers that serve individuals within these nine counties. The training will cost \$25 for independent providers that serve individuals outside of these nine counties. These fees are to be paid the day of the training. Certifications will not be provided without payment.

The training materials will be sent to you via email for you to print and review prior to the training. Don't be afraid to jot any questions down ahead of time! You will receive your certificate at the training. Please make a copy of the certificate for your records, as you will need to send a copy of your training in for your certification.

Training Dates, Locations and Times

On the first Wednesday of each month, the MUI training will be held at the Marion County Board of DD beginning at 9:00 a.m. Marion County Board is located at 2387 Harding Highway East, Marion, Ohio 43302. Training on this Wednesday will be provided by Kelli Grisham, Lead Investigative Agent for the Clearwater COG.

On the third Wednesday of each month, the training will be held at the Sandusky County Board of DD, also beginning at 9:00 a.m.

Sandusky County Board is located at 1001 Castalia Road, Fremont, Ohio 43420. Training on this Wednesday is provided by Ruth Watson, Investigative Agent for the Clearwater COG.

Please do not forget to email Barb at Barb.Tatlock@ocbmr.org to register for the training. ***If no one is registered one week prior to the training, it will be canceled.*** One CEU hour is available upon request. Please let us know ahead of time if you need the credit.

SO YOU WANT TO BE AN INDIVIDUAL PROVIDER...

Q: "HOW DO I BECOME AN INDIVIDUAL PROVIDER OF DD SERVICES?"

A "provider" of services to persons with developmental disabilities may be either a licensed provider or a certified provider of Supported Living services. An individual or organization may become certified as a Supported Living provider to provide Medicaid and/or non-Medicaid funded services to individuals with developmental disabilities living in their own homes. There is no limit to the number of supported living providers that can become certified.

A licensed provider operates a residential facility (group home) and is licensed to operate the facility for a specific number of people at a specific location. The State of Ohio established a maximum number of beds that it will allow to be licensed in residential facilities. The Ohio Department of Developmental Disabilities (DODD) is currently at that maximum number. *Therefore, the department is not issuing any new licenses for residential facilities.*

The DODD must certify agencies and or individuals that provide Supported Living services.

Applications are reviewed on an individual basis, and must include documentation that the applicant meets all qualifications and standards to become certified.

An individual or agency is prohibited from providing any service until certification is obtained from the Ohio Department of Developmental Disabilities. For more information

contact certification services at 1(877)289-3636 or email provider.certification@dmr.state.oh.us.

Effective October 1, 2009, a new provider certification Rule became effective. Below are the forms you will need to complete to become certified as an Ohio Department of Developmental Disabilities Independent Provider as well as additional information that will be needed to complete new certification process.

- Application for Supported Living/HCBS Wavier Provider Certification **CERT-01**
- Ohio Health Plan Provider Enrollment Application/Agreement
ODJFS 6750 – Individual Practitioners
- W-9, request for Taxpayer Identification Form
- Declaration Regarding Material Assistance/Non Assistance to a Terrorist Organization - **HLS 0038**
- New Vendor Information Form

In addition to these forms, you will need to include

- documentation that you are at least 18 years of age,
- copy of high school diploma or GED,
- valid social security number,
- A State of Ohio identification, a valid driver's license, or other government-issued photo identification, and
- a current report from the Bureau of Criminal Identification and Investigation (BCII) which demonstrates he/she has not been convicted of or pleaded guilty to any of the offenses listed in division (E) of section **5126.28** of the Ohio Revised Code;
- a criminal record check by the Federal Bureau of Investigation is required for those who cannot present proof that they have been residents of Ohio for the five-year period prior to the date of the background investigation.

Written evidence of specific trainings are also required when applying to become certified. The required trainings are as follows:

(Continued on page 7)

- valid American Red Cross or equivalent certification in First Aid and CPR,
- completion of eight hours of training that addresses overview of serving individuals with developmental disabilities,
- rights of individuals set forth in section 5123.62 to 5123.64 of the Ohio revised code,
- overview of basic principles and requirements for providing HCBS waiver services,
- requirements of rule 5123:2-17-02 (Incidents Adversely Affecting Health and Safety) of the Ohio Administrative Code, and
- universal precautions for infection control, including hand washing and the disposal of bodily waste.

Applicants seeking certification to provide Supported Living and/or Home and Community-Based Services waiver services are required to submit an application fee at the time of application for initial certification, application to renew certification, and application for certification to provide additional HCBS waiver services during the term of existing certification. The application fee must be paid in the form of a cashier's check, corporate check or money order, payable to the Ohio Department of Developmental Disabilities. Payment in full is required at the time of application. Applications submitted without a check or money order will be returned to the applicant. Application fees are non-refundable. As an independent provider applying for initial certification your fee will be \$50.00.



IN THE SPOTLIGHT ... DOUG COTSMIRE

Doug Cotsmire is a very independent guy who is his own guardian and lives in his own home in Bucyrus, Ohio. He is close with his parents and has a twin brother named Dan (Doug is the older of the two), a sister named Val and another brother, Tim.

Doug enjoys time with his family and can always be counted on to babysit for his three nieces and two nephews. He recently painted a bedroom for his niece.

He is very self-sufficient and maintains his home on his own. Doug is able to drive and provides his own transportation to and from Arctic Cat, where he works. Doug enjoys his job and has formed friendships with a lot of people in the community that he has met at work.

Some of Doug's favorite activities include going to garage sales and flea markets, doing yard work, taking care of his pets (he has birds and fish) and playing the guitar. He is also involved with volleyball through Waycraft Industries and enjoys activities through the Aktion Club.

PEER-TO-PEER PHYSICAL ABUSE

"Peer-to-peer physical abuse" means an act committed by one individual against another when there is physical abuse with intent to harm and includes enough force to reasonably result in harm.

When determining whether an incident is a major unusual incident (MUI) rather than an unusual incident (UI) for peer-to-peer physical abuse, two elements must be present - force and intent.

Questions to ask:

- Was there enough physical force utilized to result in harm?
- Did the individual plan or intend to harm the other?

Examples:

- Peer A is angry with Peer B for dancing with his girlfriend. Peer A walks over and punches Peer B in the mouth. MUI? Yes, Peer A is intending to hurt Peer B for dancing with his girlfriend and the level of force is indicated by a punch in the face that could reasonably be expected to result in harm.

- The fire alarm goes off in the workshop and staff redirects an individual to go towards the door. The individual becomes angry and punches the individual standing next to him in the face. MUI? No, the individual is not intending to hurt the peer standing next to him; he is upset about the fire alarm and staff's redirection.
- Peer A is sitting with Peer B on the bus. Peer A functions in the profound range of mental retardation and has a BSP for physical aggression. Peer A scratches Peer B in the face and causes a scratch with minor bleeding. MUI? No, the functioning level of Peer A coupled with the need for a BSP indicates no intent on Peer A's part to purposefully harm Peer B.
- Peer A throws a ball across the gym floor and hits Peer B in the face, causing a nose bleed. MUI? No, unless the Peer A *intentionally* threw the ball directly at Peer B, intending to cause harm, this would not be considered an MUI.
- Peer A threatens to choke Peer B and then shortly after, Peer A chokes Peer B and causes *no injury*. MUI? Yes, Peer A intended to cause harm to Peer B because he threatened him and although there was no injury, the act of choking can reasonably be expected to cause harm and is considered a crime.
- Peer A is mad at Peer B because Peer B stole Peer A's food at dinner. Peer A swings a heavy duty mop at Peer B's head and misses. MUI? Yes, Peer A intended to hurt Peer B and even though there was no contact/no injury, the action could have reasonably been expected to cause injury.

Tips to remember:

1. All peer-to-peer incidents that occur should be documented on an incident report and forwarded to the county board for review.
2. Allegations of Peer-to-Peer physical abuse MUIs must be reported within four

(4) hours to local law enforcement and to the county board.

3. Providers should consult with the county board or the Investigative Agent when determining if a peer-to-peer incident is an MUI.

If you have any additional questions regarding peer-to-peer MUIs, please contact your respective county board or Investigative Agent.

YOUNG ADULT TRANSITION CORPS

The **Young Adult Transition Corps (YATC)** is a one-of-a-kind AmeriCorps Program of the Ohio State University Nisonger Center on Excellence in Developmental Disabilities. The program is dedicated to serving young adults (ages 16-24) with developmental disabilities and their families, and promotes successful transitions to adult life. YATC members collaborate with high school students with disabilities to develop ongoing service learning projects.

They engage in community-based programs in the Columbus area that promote community service, community access, and social skill development. YATC Programs are as follows:

Aspirations

This program's purpose is to help young adults with Autism Spectrum disorders

Best Buddies

Builds meaningful, lasting one-on-one friendships with non-disabled peers

Community Habilitation Assistant Program

Is a one year certification program in the field of human services

Dessert and Discussion

Engages participants in community-based recreational and educational activities such as how to use public transportation and how to use the internet

Friendship Connection

Discusses topics such as self advocacy, independent living and preventing sexual abuse



Next Chapter Book Club

Is a community based book club designed to promote literacy, social connectedness and community inclusion

PALS

Is a support group for young adults with Down Syndrome

Service Learning

Creates ongoing community service projects such as local food drives, and help with after school programs

YATC on the MOVE

A program to encourage healthy habits with topics such as exercise, nutrition, self esteem and first aid

More information on these programs can be found at www.YATCOhio.org

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