

## FIELD NOTES, MAY 2019

### COMPLIANCE CORNER

Survey about ITACC and ACL Reporting PPR resources and guidance documents is open!

We are interested in your feedback about how the ITACC resources and guidance document on developing the PPR can be improved. In addition, we want your feedback about the on-line instructions and user guide for the ACL Reporting System.

Please help us identify areas for improvement by taking this short survey

The survey will close on May 24, 2019.

### State Plan Amendment FAQ's

Q. When is the amendment due? A. August 15, 2019.

Q. Does the Council need to approve an amendment? A. Yes, and document in the meeting minutes.

Q. How long is the public comment period? A. 45 calendar days.

Q. Do I need to inform my Program Specialist? A. Yes, via email.

Q. Where can I find information about making a state plan amendment? A. On the Itacc website; [State Plan Amendment Resource](#) and to take the [short survey](#).

### AIDD TECHNICAL ASSISTANCE INSTITUTE

#### **Technical Assistance Institute, Updates and Registration**

### 2019 AIDD TECHNICAL ASSISTANCE INSTITUTE

The 2019 TA Institute planning committee is pleased to announce the theme for 2019 –

Great Expectations: Outcomes, Accountability, and Results

Please make plans to join us on July 8-9th in New Orleans for to learn more about AIDD Performance measures, assessing progress toward

goals and objectives, managing the monitoring and evaluation of Council work and more!

One of the featured concurrent sessions will be:

**It's More Than Just a Number!**

This session will focus on the identification, collection, and use of data to monitor progress of the State plan. Learn how to identify AIDD performance measures to fully reflect the impact of state plan activities; hear about how collected data is used to effectively monitor progress towards goals and objectives.

As a reminder, there is no registration fee for the Institute, but we need you to register so that staff can prepare for your participation. If you need assistance with registration, please email [conference@nacdd.org](mailto:conference@nacdd.org) or call 202-506-5813. Register today!

DD Act Education & Resources

### **What does the DD Act Say?**

Sec. 125 (c)(8) BUDGET.—Each Council shall prepare, approve, and implement a budget using amounts paid to the State under this subtitle to fund and implement all programs, projects, and activities carried out under this subtitle...

To develop this budget, the DD Act requires at least 70% of a Council's allotment must be used to implement the Council State Plan and no more than 30% of a Council's allotment may be used for administrative costs – the 30% includes the DSA reimbursement percentage of 5% of the annual award or \$50,000, whichever is less.

To better understand the DD Act budget requirements, ITACC updated its Understanding the Budget Process resource. The resource includes references for statutory and regulatory state DD Council funding, budget purpose, monitoring the Council's budget and more.

DIVERSITY, INCLUSION AND CULTURAL AND LINGUISTIC  
COMPETENCE (DICLC)

Engaging Diverse Communities & Building Relationships  
Strategies and Relationship Tool

In the work of community engagement, it is crucial to establish trust, build relationships, and listen (without bias) to the needs of the community. This work takes research and education, relationship building and time.

The literature suggests Six Key Strategies and Approaches for Engaging Diverse Communities:

1. Learn about communities.
2. Enter communities respectfully.
3. Elicit and consider the interests and needs of communities before declaring the
4. Explore areas of mutual interests and benefits.
5. Foster relationships and partnerships that are built on mutual trust, reciprocity, and respect.
6. Commit to the long-haul.

Georgetown University National Center for Cultural Competence

Email [acastillo-epps@nacdd.org](mailto:acastillo-epps@nacdd.org) for a copy of the relationship tool.

#### NACDD Annual Conference – Hotel Update

As you know, we have had some trouble with the Sheraton hotel in New Orleans for Sunday July 7th. We have booked rooms at an overflow hotel to accommodate those who are arriving on Sunday. While this is not the most convenient situation for everyone, this is the best that we can do given there is a city-wide event through Sunday.

The second hotel is called the ACE Hotel. Reservations may be made with the following link: NACDD Reserve or by calling 504-941-9191 and asking for the NACDD Group block. If you have trouble, you can reach out to Torri Ragas.

[Register today](#)

ACE HOTEL: 600 CARONDELET ST, NEW ORLEANS, LA 70130

PHONE: 504.930.3077 or [Torri.ragas@acehotel.com](mailto:Torri.ragas@acehotel.com)

We hope you will join us for an educational and fun event, July 10-11. For support with registration, contact [conference@nacdd.org](mailto:conference@nacdd.org)

## DATA "Nugget" – HCBS Waiver

### What do NCI Data Tell Us About Compliance with the HCBS Settings Rule?

In the 2017-2018 data collection cycle, 23% of NCI respondents were living in HCBS group home settings of 4 to 15 individuals, 15% were employed in paid facility-based programs in the past 2 weeks, and

84% of those living in provider-controlled HCBS residences said that people knock before entering their bedroom and

95% of those living in provider controlled HCBS residences report they have a place to be alone in their home.

Why does it matter? On January 10, 2014, the Centers for Medicare and Medicaid Services (CMS) issued the final Home and Community Based Settings (HCBS) Rule which laid out clear conditions for HCBS waiver funding for residential and day settings. The regulations, which went through several years of comment and revisions, went into effect on March 17, 2014. The rule states that individuals receiving waiver services should lead lives with the same opportunities for inclusion in their communities as those individuals who are not enrolled in Medicaid services. Among the new requirements, states must ensure that people have privacy in their homes, access to integrated employment, and make choices about where they live and work. The rule also describes CMS expectations for the person-centered planning and what must be documented in the plans. The original rule required that states submit a transition plan, describing how the state would come into full compliance by March 2019. CMS extended the final compliance date to March 2022. The NCI data points selected are few indices of national progress toward full compliance with the rule – most people do not live in homes with 4 to 15 unrelated people, do not work in sheltered facilities and have privacy in their home.

National Core Indicators (NCI) is a collaborative effort between the National Association of State Directors of Developmental Disabilities (NASDDDS) and the Human Services Research Institute (HSRI).

## **Here are just a few ways that DD Councils may be able to use this data...**

Here are just a few ways that DD Councils may be able to use this data...

Include this brief in your Council meeting materials to update Council members on the new requirements and data related to residents in HCBS group home settings.

Collaborate with stakeholders to conduct a public information session and obtain feedback from people with I/DD and their families about the new changes.

Assign a committee of the Council to monitor how your state is addressing the changes and progress on its transition plan. This committee can periodically present updates to the full Council.

### **FULL data brief.**

#### COUNCIL HIGHLIGHT ~ Utah

##### The Power of Communications!

Executive Director and Staff work together to bring Council presence to a new level

At the start of FY2019, Council staff set goals in motion to reach a wider audience, streamline communication, and positively highlight the disability community in Utah. Staff started aggregating events and information from across the state through every network available and sharing relevant content on Facebook. The Council staff worked together to set specific goals related to the five-year plan and overall Council Mission.

Each week, the goals, were executed by sharing articles that educate and advocate, posting disability-specific events across the state, and highlighting non-disability related events in order to emphasize integration in community settings. The Council also features a self-advocate or local business once a quarter. Features such as this are built into the Council's media plan on a consistent basis. Less than a year following this strategic roll-out, the Council Facebook page has more than 760 followers (almost 250 more from the same time the previous year).

The newsletter is another area where targeted messaging has an impact. The newsletter is strategic, focused and carries our branding and mission to a larger audience in a direct way. Any item that focuses on the Council or its community partners, such as Utah's UCEDD or P&A organizations, gets top real estate in the newsletter.

Council staff imported and cleaned all the emails gathered over the prior years into one centralized contact list, and new subscribers to our newsletter are added through a form on our Council's website. Our current newsletter reach is almost 850 recipients through email alone, in addition to those seeing the newsletter through Facebook. The newsletter is sent around the middle of each month and is made available in multiple formats to improve reach and accessibility.

### **Newsletter**

To reach NACDD/ITACC staff, please feel free to contact:

Sheryl Matney Director of Technical Assistance

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