

Conflict-Free Case Management Task Group
 February 19, 2014
 2:30 p.m. – 4:30 p.m.
 MS Society
 900 S. Broadway Denver, CO 80209
 Snowmass II Conference Room

Date: February 19, 2014			
Community Invitees Present:		State Staff Invitees Present:	
Amy Ibarra – Horizons		Barb Ramsey – DDD	
Amy Taylor – Parker Personal Care Homes*		Brittani Trujillo – DDD	
Beverly Winters - DDRC		Tiffani Rathbun – HCPF	
Bob Ward – Parent/Developmental Pathways			
Danny Villalobos – Self-Advocate			
Hanni Raley – The Arc of Aurora			
Joe Manee – Self-Advocate			
Kathy Hill – Goodwill Industries of Denver			
Leslie Rothman – IMAGINE!			
Linda Medina – Envision			
Maureen Welch – Parent*			
Paul Spragg – DDL			
Rob Hernandez – Provider			
Tom Turner – Community Options			
*Attending by Conference Call			

Agenda Item	Status/Decisions Made	Assignments/Commitments
Purpose of the Meetings	<ul style="list-style-type: none"> Develop recommendations for consideration by the Department regarding a process to establish a conflict-free case management model for persons enrolled in Home and Community Based Services (HCBS) for Persons with a Developmental Disability (HCBS-DD), HCBS-Supported Living Services (HCBS-SLS) and HCBS-Children’s Extensive Support (HCBS-CES). 	
Meeting Rules	<ul style="list-style-type: none"> One person talking at a time. 	

	<ul style="list-style-type: none"> • Respect for all opinions. • Deliver opinions in a respectful manner. • Don't repeat items/topics already covered. • Try for consensus, if not try for a majority and reference minority. • Stay on topic. • This is a safe place. 	
I. Introductions	<ul style="list-style-type: none"> • Brittani Trujillo welcomed all attendees in person and on the phone. All introduced themselves and stated what they hoped to achieve from this Task Group. 	
II. Process Agreements/Group Norms and Decision Making	<ul style="list-style-type: none"> • The group created the above listed Meeting Rules. 	
III. What is Case Management	<ul style="list-style-type: none"> • Four components of Targeted Case Management (TCM) – Assessment, Service Plan Development, Referral, and Monitoring. Barb Ramsey discussed these. • All components can be found in Volume 8 regulations. • TCM is part of the State Plan Amendment (SPA) and is only applicable to the three waivers overseen by the Division for Developmental Disabilities (DDD). • Administrative Case Management case management performed by the Single Entry Points (SEPs) for non-DDD waivers. 	
IV. Conflict-Free Case Management Background	<ul style="list-style-type: none"> • A task force met in 2010 to make recommendations to address issues of conflict of interest. • The Conflict of Interest (COI) Task Force Report from 2010 – There are three recommendations from this report applicable to this Task Group: Service Planning, Provider Selection, and Monitoring Services. These are in line with TCM. • There are current Federal initiatives that also provide directives and guidance for conflict-free case management and conflict of interest concerns. • The Balancing Incentive Program (BIP) provides directives about conflict-free case management and defines conflict of interest. The BIP further addresses conflict-free case management in section 5.2 • The Community First Choice (CFC) Feasibility Analysis was reviewed as this also provides directives and definitions of conflict of 	

	interest.	
V. Charge of Task Group	<ul style="list-style-type: none"> • The charge of this Task Group is to make recommendations for a case management model (may have more than one) that is integrated, person-centered, transparent, and offers free choice of case management. • Move from an agency based structure to a person-centered, conflict-free case management structure. • The Task Group will not focus on the finer points of implementation, funding, Third Party Eligibility, and will not get into details of conflict of interest. 	
VI. Future Meetings	<ul style="list-style-type: none"> • The group decided that a doodle poll for future meeting dates and locations would be easiest. 	<p style="text-align: center;">Brittani Trujillo 303-866-5567 Brittani.Trujillo@state.co.us 1570 Grant Street Denver, CO 80203</p> <p style="text-align: center;">Brittani will send out a doodle poll to determine meeting dates and a follow-up one to determine location.</p>
VII. Adjournment	<ul style="list-style-type: none"> • Next meeting date and location to be sent out via calendar appointment upon completion of doodle polls. 	