Conflict-Free Case Management Task Group April 15, 2014 2:30 p.m. – 4:30 p.m. The OMNI Institute 899 Logan Street Denver, CO			
Date: April 15, 2014			
Task Group Members Present:		**State Staff Present:**	
Amy Ibarra – Horizons		Brittani Trujillo – DIDD	
Amy Taylor – Parker Personal Care Homes		Lori Thompson – DIDD	
Beverly Winters – Developmental Disabilities Resource Center		Tyler Deines – DIDD	
Bob Ward – Parent/Developmental Pathways			
Danny Villalobos – Self Advocate			
Edward Arnold – Parent			
Hanni Raley – The ARC of Aurora			
Joe Manee – Self Advocate			
Kathy Hill – Goodwill Industries of Denver			
Leslie Rothman – IMAGINE!		**Guests:**	
Linda Medina – Envision		Claire Brockbank – Segue Consulting*	
Maureen Welch – Parent		Ellen Jensby – The Alliance*	
Paul Spragg – Developmental Disabilities Consultants, PC			
Rob Hernandez – Provider			
Tom Turner – Community Options		*Attending by Conference Call	

Agenda Item	Status/Decisions Made	Assignments/Commitments
Goals for Today's Meeting	- Review charge of Task Group - Discuss final HCBS Rule in regard to separation of service provision from case management - Learn about other models for Conflict-Free Case Management - Discuss next steps and how to proceed for next month's meeting	
Meeting Rules	One person talking at a time	

	- Respect for all opinions - Deliver opinions in a respectful manner - Don't repeat items/topics already covered - Decision making by a majority and reference minority - Stay on topic - This is a safe place - Guests are provided an opportunity to talk at the end of each meeting - Before moving on to the next section of the agenda, provide an opportunity for telephone participants to speak	
I. Introductions and Administrative Tasks	- Brittani Trujillo welcomed all attendees in person and on the phone. All introduced themselves. - Brittani informed the group that the contract for Segue Consulting to facilitate the Task Group was not able to get signed prior to the meeting so Claire Brockbank was not able to facilitate this month - Brittani asked if there were any changes or concerns to the Meeting Summary from March 18, 2014, which was distributed in final form on April 8, 2014; No changes requested	
II. Review Overall Context of Task Group's Charge	- Clarification was made that the charge of the Task Group is to create a model or models that move the system to a person-centered, conflict-free case management structure - Discussed that the model or model recommendation should be the "what" – what should conflict-free case management look like and the "how" to implement the model will be determined at a later time - Brittani read the final HCBS rule, 42 CFR § 441.301(c)(1)(vi), effective March 17, 2014 in regard to separation of case management and service plan development from being a provider for the person - The group discussed the interpretation of the rule and determined additional clarification was needed before deciding its impact to the work of the group	Brittani will seek clarification from CMS on the rule interpretation and timeline for implementation
III. Questions Regarding TCM and CM Overviews	- Summaries of Administrative Case Management (ACM) and Targeted Case Management (TCM) were sent to the group via email on March 21, 2014 - A side-by-side comparison chart of ACM, TCM and Waiver Case Management (WCM) were sent via email on April 8, 2014, with all	

	• materials for the meeting • The group discussed some errors on the chart regarding allowable billable TCM tasks and it was noted that TCM cannot be billed at any time a person resides in an institution	
IV. Proposed Model Template	• Brittani shared the questions to answer when researching Conflict-Free Case Management models in order to conduct a comparative analysis • The questions are not all encompassing and it's important for the group to hear a more detailed report of each model • The questions are to help the group review pertinent information so a comparative analysis across the models can be done • The group determined it would be helpful to have the information in a spreadsheet format	• Brittani will create a spreadsheet with the questions to answer and send to the group by Friday, April 18, 2014
V. Request for Submission of Options, Approaches, Ideas to Achieve CFCM	• Adding the discussion on the Final HCBS Rule to the agenda did not allow time for this discussion to occur. This topic will be addressed at the meeting on May 20, 2014	

VI. Presentation of Options	• Tom Turner presented a Conflict Free Case Management Options Choice of Case Management Agency (CMA) Draft Concept Paper; the paper was distributed at the meeting with some key points below:
	   o Offering choice can help mitigate conflict of interest
	   o This proposal would have the DIDD require Single Entry Points (SEPs) and Community Centered Boards (CCBs) to both offer case management for all of the Medicaid Waivers
	   o Offers choice of case management providers consistent with all other waiver services
	   o Helps create a "No Wrong Door" model
	• Rob Hernandez presented the Kansas Case Management Model
	   o Offers free choice of CM
	   o Several waivers have the option-Traumatic Brain Injury (TBI), Intellectual and Developmental Disabilities, Autism, Elderly, and others
	   o TCM is the type of case management allowing choice
	   o Self-direction is also an option	

	○ Person's receiving services can opt-out of CM • Rob presented information from other models and initiatives, such as the Balancing Incentive Program, and will distribute these documents to the group, highlighting specific pages and sections • The group discussed the models/ideas presented and agreed choice is a good idea • The group would like more information on the ability to opt-out of case management and what the process looks like • Concern about a lack of expertise by case managers if they are responsible for all waivers and the possible impact to person's receiving services was discussed	• Rob will send an email to the group with documents
VII. Next Steps	• The group decided more models should be reviewed • Several members volunteered to research other models and present at next month's meeting; they will also enter the pertinent information on the spreadsheet • The spreadsheet will be compiled by Brittani and emailed to the group by May 6, 2014 • Each member agreed to review the spreadsheet prior to the meeting on May 20, 2014 • At next month's meeting a more thorough review and explanation of the various models will be presented followed by a discussion of what the group wants for Colorado's model	• Hanni will research Dane County, Wisconsin as well as Oregon, New Jersey, Maryland, Vermont, and New Hampshire • Linda will research New Mexico and either Minnesota or Washington • Amy T. will research Iowa • Amy I. will research Oklahoma • All information will be entered on the spreadsheet and submitted to Brittani by Friday, May 2, 2014
VIII. Adjourn/Future Meetings	• May 20, 2014: 1:30 – 4:30 • June 17, 2014: 1:30 – 4:30 • July 15, 2014: 1:30 – 4:30	.