



Charter for Colorado Choice Transitions Stakeholder Advisory Council

August 14, 2015

Primary Functions:

The primary functions of the Colorado Choice Transitions (CCT) advisory council is to provide guidance and recommendations regarding operational policy and procedural changes to the CCT program and to create solutions to streamline community transitions. This group will also be charged with analyzing systemic barriers for transitions and providing recommendations for improved policies and practices. The advisory council will also be responsible for providing recommendations for the use of the rebalancing funds generated through the enhanced federal match for Home and Community Based Services provided to CCT clients. The work of this committee will directly inform the implementation of Colorado's Olmstead Plan.

The CCT advisory council will meet quarterly for the duration of the grant initiative. Advisory council members are expected to attend quarterly meetings, provide input and recommendations about policy and procedure changes, transition processes and participate in one work group within the committee.

Work groups will be created ad hoc to address specific issues and/or complete specific tasks that are identified and prioritized by the committee. Work groups will meet in between the quarterly meetings as needed.

The Advisory Council Reports to:

Recommendations from the CCT advisory council that involve CCT policy and procedures, transition processes and rebalancing funds will be provided to the Department of Health Care Policy and Financing (HCPF) and other relevant state agencies. Once a council or committee is charged with providing oversight and governance for the implementation of Colorado's Olmstead plan, the advisory council will report to this group as the work of the committee.

Role and Responsibilities of an Advisory Council Member:

Membership is intended to leverage the experience, subject matter expertise, and insight into the community transition process. Members will:

- Advise on the use of rebalancing funds and adjustments to the benchmarks for the CCT program
- Advise on the transition process
- Problem-solve and make recommendations to resolve transition barriers
- Provide input into services and benefit design

- Identify success stories
- Advise on outreach strategies
- Advise on resource development
- Represent a constituency, which includes, but is not limited to accepting and responding to stakeholder feedback, bringing feedback to the council and serving as a conduit of information between stakeholder groups and the Department. Council members are encouraged to allow the Department to list their names and contact information on the CCT website
- One council member will serve as stakeholder co-chair of the CCT advisory council.

Role and Responsibilities of HCPF Staff:

HCPF staff will engage in collaborative efforts with stakeholders to improve CCT program operational processes and community transition services. HCPF staff will:

- Bring issues to the advisory council related to the items listed in the section above
- Involve the advisory council with changes to the operations of the program
- Inform advisory council of the current status of the rebalancing fund and potential uses for it and how it has been used
- Update advisory council with periodic progress reports that include agreed upon performance metrics
- Respond to advisory council's recommendations
- Be willing to modify and adjust within the federal constraints as the Department sees what works and doesn't, when the advisory council provides feedback and as the Department hears from the broader community

Decision Making Authority:

The Department is committed to working directly with stakeholders to identify areas for systemic changes to promote transitions and to provide recommendations for the CCT demonstration program. Decision making responsibilities will be a collaborative process between the advisory council and the Department. The Department will solicit feedback and recommendations from the advisory council and incorporate them into final determinations or decisions. Ultimately, the Department must make decisions that align with State and Federal laws and regulations and fiscal constraints.

Customers:

Current and future long-term care Medicaid clients pursuing community living options, transition services and HCBS in Colorado.

Authority/Delegation: (*Statute, Regulation, Rule, etc.*)

- Money Follows the Person federal authorizations
 - Section 6071 of the Deficit Reduction Act of 2005
 - Section 2403 of Patient Protection and Affordable Care Act
- Colorado Department of Health Care Policy & Financing
- Colorado Choice Transition Rule 8.555
- Community Transitions Services Rule 8.553

Funding Authority:

The United States Department of Health and Human Services awarded the MFP demonstration grant to Colorado. This demonstration program is administered by the Centers for Medicare and Medicaid Services (CMS).

In scope:

- Develop and propose recommendations to improve the transition services and support offered through CCT. Recommendations can include procedural changes to streamline the transition process, benefit design for the CCT specific services and the use of rebalancing funds.
- Identify systemic barriers to transitions and provide recommendations to eliminate or mitigate the identified barriers.

Out of scope:

- Systemic issues in the delivery of long-term services and supports that are not directly pertaining to the transition of clients from nursing facilities and intermediate care facilities for individuals with intellectual disabilities.
- Other issues, tasks or projects being addressed by other stakeholder groups.