



Community Living Office
1570 Grant Street
Denver, CO 80203

To: All Stakeholders

From: Brittani Trujillo, Case Management Services Coordinator

Date: August 2, 2017

Subject: COMMUNICATION BRIEF
Seeking participation of stakeholders to provide input in the development of a support plan that will coincide with the new needs assessment tool for all individuals receiving Long Term Services and Supports

Purpose: To form a group of stakeholders that has representation of individuals receiving Long-Term Services and Supports (LTSS), families, case managers, advocates and service providers to provide input on the development of a support plan for all individuals receiving LTSS.

Background: Since March 2014, the Department has collaborated with stakeholders to review Colorado's current LTSS eligibility determination and assessment tools and processes. In addition to the review, the Department and stakeholders have selected and customized new tools for eligibility determination and needs assessment for all individuals in need of or receiving LTSS.

Now that the assessment tool is developed and scheduled to be piloted next year, the Department will start developing a new support plan format for Home and Community-Based Services (HCBS) programs that incorporates the assessed needs and goals of individuals. The Department would like to continue to collaborate with stakeholders to develop a framework that identifies the objectives and requirements for the support plan. Once a framework for the support plan is developed, the Department will develop the support plan content and ask stakeholders to review and provide additional input before finalizing the new support plan format.



Information: It is essential that interested individuals commit to participating in this group from September 2017 through March 2018. Tentative dates for support plan development meetings will be as follows:

- September 2017: September 27th and 28th
- November 2017: November 14th, 15th and 16th
- January 2018: January 23rd, 24th and 25th
- February 2018: February 27th and 28th and March 1st

Participants will not necessarily be expected to participate for the entire day or every day, but will likely participate for half days over a two day period. In order to ensure the support plan is developed in a timely and efficient manner, with representation of various stakeholders, the Department will limit the number of participants. If you are interested in participating, please complete the attached form and e-mail it to Lauren Swenson by **Wednesday August 15, 2017**.

Additional information on work to date can be found at [Colorado Assessment](#).

- Attachment:** Interest Form for Support Plan Development Group
- Contact Person:** Lauren Swenson, Assessment Implementation Coordinator
- Contact Information:** lauren.swenson@state.co.us; 303-866-5025

