

**Home and Community-Based Services (HCBS) Rules
CONCEPT PROPOSAL**

Enclosure C

Vendor and vendor number	Dungarvin Rohnert Park (PN0609)
Primary regional center	North Bay Regional Center
Service type and code	Adult Day Program (515)
Number of consumers currently serving	42 (program capacity is 45)
Barriers to compliance with the HCBS rules and/or project implementation	<p>While Rohnert Park has had some success with community integration and personalized activities, without more attention to the coordination of these activities, there is room to improve. Community coordination and integration is essential in developing person centered plans, individualized activities, along with scheduling and transportation.</p> <p>On average approximately 75% of persons served are sent out into the community daily. Transportation is an obstacle as we transport large groups to maximize community integration. But large groups can create an atmosphere of isolation within the community rather than integration in the community.</p> <p>A significant amount of persons served are nonverbal and they are unable to communicate their wants and needs. Our participants would benefit from the ability to communicate their wants and needs, as well as staff being able to accommodate more choices, more quickly.</p> <p>Limited hours and time for consultants/administrative staff, i.e. trainers, as well as the high level of need in the program, force training to be fragmented and done by multitasking staff that are simultaneously providing services.</p> <p>The project below focuses on Federal Requirement #1, #2, #4, and #5 and discusses how additional funding would be beneficial in assisting Rohnert Park with getting in compliance with the requirements.</p>
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	<p>The proposed project emphasizes the need for greater personalization and community based services when developing activities and supports for individuals with developmental disabilities. Along with greater personalization, enhanced community supports will need to be in place to support the transition into greater integration and independence. This will be a shift from traditional site based supports and will require staff training regarding all of the possibilities that are available in the community and how to access those opportunities. This project also includes support equipment in the form of augmentative communication devices to increase participation in individualized planning and choice making.</p>

Lastly, additional transportation vehicles will be used to increase community opportunities while at the same time reduce the size of groups entering the community. The project is broken into four main components.

First, the ongoing success of this project would require internal restructuring and the addition of a Community Coordinator. Funds will allow this person to focus on the complex scheduling and transportation, last minute changes, and ongoing community outreach. This person would also be included in the assessment phase and would assist in matching individuals' interests with opportunities.

Next, two additional vehicles would be purchased to allow for an increase in the number of community opportunities and the length of time engaged in these opportunities each day. Currently, vehicles are maximized to accommodate the greatest number of individuals in the community. But these larger groups can create isolation in the community rather than inclusion in the community. The vehicles would not be large busses, but rather would be smaller vehicles and would achieve smaller community groupings. These smaller groups would have more focused activities including increased job exploration, targeted volunteer opportunities, and individualized employment support.

Third, funding would be used for training on and the purchase of supplemental assistive technology, such as iPads, smart boards, and speech generating devices. Communication challenges can lead to increased negative behavioral expressions and can be a barrier to success. The training and use of assistive technology would be used throughout the program and would allow for communication skills to be developed, encouraging persons served to learn to make choices they might not otherwise be able to delineate.

Finally, funding would allow additional staff training from various consultants. In particular, funding could be used for additional consultation hours for staff training and in-community support. Consultants such as occupational therapist, recreation therapist, or community development specialist could use their expertise, person-centered-planning, and community integration to achieve each person's set goal(s). Consultants would also be used to work in conjunction with the community coordinator and help with training staff. It is expected that additional training would assist staff in proactively and successfully offering choices.

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<p>Estimated budget; identify all major costs and benchmarks— attachments are acceptable</p>	<ol style="list-style-type: none"> 1. Community Coordinator – \$43,418.71 2. Consultants/Administrative Support - \$16,924.45 3. The purchase of 2 vehicles – \$98,620.13 4. Augmentative Communication Devices – \$2000.00 <p>(Please see Attachment A for a breakdown in greater detail)</p>
<p>Requested funding for 2016-17</p>	<p>\$160,963.29</p>
<p>Estimated timeline for the project</p>	<p>April – June 2016</p> <ol style="list-style-type: none"> 1. Hire consultants/administrative support 2. Begin to review files, interview person’s served, identify interests 3. Begin to identify community resources 4. Hire community coordinator 5. Train all staff on HCBS regulations 6. Order vehicles <p>July – September 2016</p> <ol style="list-style-type: none"> 1. Delivery of additional vehicles 2. Match individuals interests with community resources 3. Begin individualized/small group activities in community 4. Purchase assistive technology <p>October – December 2016</p> <ol style="list-style-type: none"> 1. Training and implementation of assistive technology 2. Ongoing exploration of individuals interests and community options 3. Ongoing pairing of individualized community inclusion and staff training <p>January – March 2017</p> <ol style="list-style-type: none"> 1. Ongoing exploration of individuals interests and community options 2. Ongoing pairing of individualized community inclusion and staff training

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Enclosure C

Vendor and vendor number	Dungarvin Santa Rosa H83754
Primary regional center	North Bay Regional Center
Service type and code	Adult Development Center 510
Number of consumers currently serving	72 (program capacity is 75)
Barriers to compliance with the HCBS rules and/or project implementation	<p>The Santa Rosa Day Program serves up to 75 individuals per day and provides integration into community settings on a daily basis. But this integration is limited in scope due to the support requirements of the individuals served, access to transportation, and the administrative support necessary for outreach, development, training and ongoing coordination of these services.</p> <p>Approximately 25% of the individuals served in the Santa Rosa Day Program are non-ambulatory and require physical assistance from staff when entering the community (i.e. pushing a wheelchair). When developing community integrated activities (while remaining in a 1:3 ratio), those needing additional staff support are grouped with those who do not need this added support. The limitations of one person then limit the entire groups' options. Additionally, there may be individual skill training that needs to occur on a 1:1 basis in the community to develop that individual's independence. In the current 1:3 ratio, the community based skills training is difficult to achieve.</p> <p>While everyone supported has the opportunity to enter the community on a weekly basis, daily opportunities are limited due to the number of vehicles available to transport individuals served. Currently, the Santa Rosa Day Program vehicles can only accommodate about 50% of individuals served each day. Of those, the vehicles are only available in the middle of the day because they are also used for transporting individuals to and from the day program.</p> <p>In providing services, an individualized plan is developed for each participant based on their goals and support needs. But these plans often do not explore in depth, the integration options, employment options, and supports necessary for full inclusion. The program currently does not have the additional administrative resources to provide these services.</p> <p>The project below focuses on Federal Requirements #1-5 and outlines how additional funding would be used to move the Santa Rosa Day Program into compliance with the requirements.</p>
Narrative/description of the project. Identify	The proposed project emphasizes the need for greater personalization and community based services when developing activities and supports

which HCBS federal requirements are currently out of compliance; include justification for funding request

for individuals with developmental disabilities. Along with greater personalization, enhanced community supports will need to be in place to support the transition into greater integration and independence. This will be a shift from traditional site based supports and will require staff training regarding all of the possibilities that are available in the community and how to access those opportunities. This project also includes support equipment in the form of augmentative communication devices to increase participation in individualized planning and choice making. Lastly, additional transportation vehicles will be used to increase community opportunities while at the same time reduces the size of groups entering the community. The project is broken into five main components.

First, the success of this project will require internal restructuring and the addition of a Community Coordinator. This person will handle the complex scheduling and transportation, last minute changes, and ongoing community outreach. This person will also be included in the assessment phase and would assist in matching individuals' interests with opportunities. (Addresses federal requirements # 1 & 4)

Second, funding for this project will be allocated to hire additional staff for enhanced community supports. These additional supports will be used to assist those in the community for mobility assistance and health and safety supports. Mobility assistance is needed for many of the individuals who use wheelchairs at the Santa Rosa location as well as several other individuals whose ambulation is unsteady and need staff supports to move from one location to another. The enhanced supports will also assist with health and safety support including hygiene and feeding needs. Additionally, these supports will allow for smaller groupings and greater integration into community opportunities. (Addresses federal requirements #1, 2, 4)

Third, additional funding will be used to addresses the administrative/consultative support needs that are necessary to provide greater personalized assessments, planning, outreach, and community development for fuller inclusion in the community. This will be achieved by hiring consultants such as Occupational Therapists, Recreation Therapists, or a Community Development Specialist. These administrative/consultative support personnel will also provide staff training on the implementation of the plans and awareness/conceptual training on the concepts behind the new HCBS rules. (Addresses federal requirements #1, 2, 3, 4, & 5)

Fourth, three (3) additional transportation vehicles will be purchased to allow for an increase in the number of community opportunities and the length of time engaged in these opportunities each day. The vehicles

	<p>will also be used to achieve smaller groupings. Currently, vehicles are maximized to accommodate the greatest number of individuals in the community. But these larger groups can create isolation in the community rather than inclusion in the community. (Addresses federal requirements #1, 2, & 4)</p> <p>Finally, funding will be used to purchase assistive technology, such as ipads, smart boards, and speech generating devices to be used throughout the program. This will allow for communication skills to be further developed, encouraging persons served to learn to make choices they might not otherwise be able to delineate. (Addresses federal requirements #2, 4, & 5)</p>
<p>Estimated budget; identify all major costs and benchmarks— attachments are acceptable</p>	<ol style="list-style-type: none"> 1. Community Coordinator – \$41,823.85 2. Enhanced community supports – \$54,508.77 3. Consultants/Administrative Support - \$17,770.53 4. The purchase of 3 vehicles – \$160,761.25 5. Augmentative Communication Devices – \$2000.00 <p>(Please see Attachment A for a breakdown in greater detail)</p>
<p>Requested funding for 2016-17</p>	<p>\$276,864.40</p>
<p>Estimated timeline for the project</p>	<p>April – June 2016</p> <ol style="list-style-type: none"> 1. Hire consultants/administrative support 2. Begin to review files, interview person's served, identify interests 3. Begin to identify community resources 4. Hire community coordinator 5. Train all staff on HCBS regulations 6. Order vehicles <p>July – September 2016</p> <ol style="list-style-type: none"> 1. Hire and train enhanced community supports 2. Delivery of additional vehicles 3. Match individuals interests with community resources 4. Begin individualized/small group activities in community 5. Purchase assistive technology <p>October – December 2016</p> <ol style="list-style-type: none"> 1. Training and implementation of assistive technology 2. Ongoing exploration of individuals interests and community options 3. Ongoing pairing of individualized community inclusion and staff training <p>January – March 2017</p> <ol style="list-style-type: none"> 1. Ongoing exploration of individuals interests and community options 2. Ongoing pairing of individualized community inclusion and staff training

Vendor and vendor number	Dungarvin Vacaville H83553
Primary regional center	North Bay Regional Center
Service type and code	Adult Development Center 510
Number of consumers currently serving	44 (program capacity is 45)
Barriers to compliance with the HCBS rules and/or project implementation	<p>The Vacaville Day Program serves up to 45 individuals per day and provides integration into community settings on a daily basis. But this integration is limited in scope due to the support requirements of the individuals served, access to transportation, and the administrative support necessary for outreach, development, training and ongoing coordination of these services.</p> <p>Approximately 35% of the individuals served in the Vacaville Day Program are non-ambulatory and require physical assistance from staff when entering the community (i.e. pushing a wheelchair). When developing community integrated activities (while remaining in a 1:3 ratio), those needing additional staff support are grouped with those who do not need this added support. The limitations of one person then limit the entire groups' options. Additionally, there may be individual skill training that needs to occur on a 1:1 basis in the community to develop that individual's independence. In the current 1:3 ratio, the community based skills training is difficult to achieve.</p> <p>While everyone supported has the opportunity to enter the community on a weekly basis, daily opportunities are limited due to the number of vehicles available to transport individuals served. Currently, the Vacaville Day Program vehicles can only accommodate about 50% of individuals served each day. Of those, the vehicles are only available in the middle of the day because they are also used for transporting individuals to and from the day program.</p> <p>In providing services, an individualized plan is developed for each participant based on their goals and support needs. But these plans often do not explore in depth, the integration options, employment options, and supports necessary for full inclusion. The program currently does not have the additional administrative resources to provide these services.</p> <p>The project below focuses on Federal Requirements #1-5 and outlines how additional funding would be used to move the Vacaville Day Program into compliance with the requirements.</p>
Narrative/description of the project. Identify	The proposed project emphasizes the need for greater personalization and community based services when developing activities and supports

which HCBS federal requirements are currently out of compliance; include justification for funding request

for individuals with developmental disabilities. Along with greater personalization, enhanced community supports will need to be in place to support the transition into greater integration and independence. This will be a shift from traditional site based supports and will require staff training regarding all of the possibilities that are available in the community and how to access those opportunities. This project also includes support equipment in the form of augmentative communication devices to increase participation in individualized planning and choice making. Lastly, additional transportation vehicles will be used to increase community opportunities while at the same time reduces the size of groups entering the community. The project is broken into five main components.

First, the success of this project will require internal restructuring and the addition of a Community Coordinator. This person will handle the complex scheduling and transportation, last minute changes, and ongoing community outreach. This person will also be included in the assessment phase and would assist in matching individuals' interests with opportunities. (Addresses federal requirements # 1 & 4)

Second, funding for this project will be allocated to hire additional staff for enhanced community supports. These additional supports will be used to assist those in the community for mobility assistance and health and safety supports. Mobility assistance is needed for many of the individuals who use wheelchairs at the Vacaville location as well as several other individuals whose ambulation is unsteady and need staff supports to move from one location to another. The enhanced supports will also assist with health and safety support including hygiene and feeding needs. Additionally, these supports will allow for smaller groupings and greater integration into community opportunities. (Addresses federal requirements #1, 2, 4)

Third, additional funding will be used to addresses the administrative/consultative support needs that are necessary to provide greater personalized assessments, planning, outreach, and community development for fuller inclusion in the community. This will be achieved by hiring consultants such as Occupational Therapists, Recreation Therapists, or a Community Development Specialist. These administrative/consultative support personnel will also provide staff training on the implementation of the plans and awareness/conceptual training on the concepts behind the new HCBS rules. (Addresses federal requirements #1, 2, 3, 4, & 5)

Fourth, two (2) additional transportation vehicles will be purchased to allow for an increase in the number of community opportunities and the length of time engaged in these opportunities each day. The vehicles

	<p>will also be used to achieve smaller groupings. Currently, vehicles are maximized to accommodate the greatest number of individuals in the community. But these larger groups can create isolation in the community rather than inclusion in the community. (Addresses federal requirements #1, 2, & 4)</p> <p>Finally, funding will be used to purchase assistive technology, such as ipads, smart boards, and speech generating devices to be used throughout the program. This will allow for communication skills to be further developed, encouraging persons served to learn to make choices they might not otherwise be able to delineate. (Addresses federal requirements #2, 4, & 5)</p>
<p>Estimated budget; identify all major costs and benchmarks— attachments are acceptable</p>	<ol style="list-style-type: none"> 1. Community Coordinator – \$39,514.05 2. Enhanced community support – \$27,075.47 3. Consultants/Administrative Support - \$14,700.85 4. The purchase of 2 vehicles – \$98,620.13 5. Augmentative Communication Devices – \$2000.00 <p>(Please see Attachment A for a breakdown in greater detail)</p>
<p>Requested funding for 2016-17</p>	<p>\$181,910.50</p>
<p>Estimated timeline for the project</p>	<p>April – June 2016</p> <ol style="list-style-type: none"> 1. Hire consultants/administrative support 2. Begin to review files, interview person's served, identify interests 3. Begin to identify community resources 4. Hire community coordinator 5. Train all staff on HCBS regulations 6. Order vehicles <p>July – September 2016</p> <ol style="list-style-type: none"> 1. Hire and train enhanced community support 2. Delivery of additional vehicles 3. Match individuals interests with community resources 4. Begin individualized/small group activities in community 5. Purchase assistive technology <p>October – December 2016</p> <ol style="list-style-type: none"> 1. Training and implementation of assistive technology 2. Ongoing exploration of individuals interests and community options 3. Ongoing pairing of individualized community inclusion and staff training <p>January – March 2017</p> <ol style="list-style-type: none"> 1. Ongoing exploration of individuals interests and community options 2. Ongoing pairing of individualized community inclusion and staff training