

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

Enclosure C

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This form may not exceed three pages and must be kept in Arial 12-point font. The narrative should link to the federal requirement that is not being met. The Provider Compliance Evaluation should guide the narrative. The results of the Evaluation should be clearly laid out in the narrative. Additionally, the narrative should describe how the funding would achieve compliance. Concept proposals should be developed with a person-centered approach, with proposed changes/activities focused on the needs and preferences of those who receive services. The estimated budget and timeline need not be detailed at this point but must include all major costs and benchmarks.

More information on the HCBS rules and this form can be found at: <http://www.dds.ca.gov/HCBS/>

<u>Vendor and vendor number</u>	<u>Sunny Side Guest Home Hp 4434</u>
<u>Primary regional center</u>	<u>San Gabriel Pomona Regional Center</u>
<u>Service type and code</u>	<u>Residential Home</u>
<u>Number of consumers currently serving</u>	<u>11</u>
<u>Barriers to compliance with the HCBS rules and/or project implementation</u>	<u>Lack of knowledge of staff, including leadership, administration, and DSP on the person centered planning process and implementation.</u> <u>Individuals lack understanding of their rights, choices and opportunities.</u> <u>Lack of training for families on person centered planning.</u>

<p><u>Narrative/ description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request</u></p>	<p style="text-align: center;"><u>RIGHTS, OPPORTUNITIES AND CHOICES ACADEMY</u></p> <p>(The Rights, Opportunities and Choices Academy (ROC Academy) proposal addresses Federal Requirement 1,2,3,4,5,6, and 8). The goal of the ROC Academy is to develop an organizational culture that ensures rights, supports choices and provides opportunities for integration. A founding principle of the ROC Academy is that a solid culture requires that everyone involved in a person's life has shared knowledge and shared values for how the person is supported. Therefore, the ROC Academy is designed to build the capacity for all those who support individuals with disabilities, including not only agency staff (i.e., direct support professional, supervisors, and management staff), but also individuals with a disability themselves, family members, and others important to the individual.</p> <p>Objective 1: To develop the ROC Academy curriculum. The development of a curriculum helps to ensure: 1.) consistency across trainings (i.e. the same message delivered to staff, individuals and families/others), 2.) training appropriately meets the unique learning needs of each audience (i.e., comprehension level), and 3.) is delivered in a format that is most effective for retention (i.e., combination of in-person and web-based, ongoing).</p> <p>Objective 2: To build the capacity of staff, individual with a disability, family members and others who support individuals. The primary focus for staff training, individuals with a disability, and family members will be on ensuring rights, supporting choices and providing opportunities for integration. Training will also include, but not limited to the following:</p> <ul style="list-style-type: none">*Overview of the CMS Rule*Person centered thinking-a mindset that goes beyond just person centered planning.*My community*Building connections to the community*Exploring and accessing transportation options*Making life choices and day to day choices*Communication (including how to ensure rights, support choice and provide opportunities for integration with individuals who have limited communication skills)*Rights (privacy, dignity, respect, and freedom from coercion and restraint) <p>Objective 3: To embed the principles of choice, rights and opportunities for integration into the culture of the organization. A standing agenda item will be added to the monthly staff meetings. During this time staff will be encouraged to share success of supporting choice, ensuring rights, and providing opportunities for integration. In addition, staff will be encourage to share any barriers so that solutions can be generated and implemented.</p>
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<p><u>Estimated budget: identify all major costs and benchmarks— attachments are acceptable</u></p>	<p style="text-align: center;">RIGHTS, OPPORTUNITIES, AND CHOICES ACADEMY BUDGET</p> <p>Professional Services-\$15,000.00 -Development of training materials -Delivery of on-site training (initial) and via web (ongoing)</p> <p>Supplies-\$1,000.00 -Printing and publication of training materials -Postage -General office consumables related to training (pens, paper, clips, etc.)</p>
<p><u>Requested funding for 2016-17</u></p>	<p>Total Request \$16,000.00</p> <p><u>NOTE: Additional funding will be needed for FY 2017-2018, and FY 2018 -2019.</u></p>
<p><u>Estimated timeline for the project</u></p>	<p>Project Period will start: January 2017 Project Period will end: June 2017</p> <p>See Gantt chart for Academy Training tasks and timeline.</p>

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<u>Number of consumers currently serving</u>	<u>11</u>
<u>Barriers to compliance with the HCBS rules and/or project implementation</u>	<u>Unable to provide for an option for a private unit in a residential setting. Lack of funding to create a legal enforceable agreement between Landlord and Tenant. Lack funding to purchase locks, grab bars and physical modification Landlord/Tenant agreement conflicting with Title 22 Section 85068.5 Eviction Procedure</u>

Narrative/
description of the
project. Identify
which HCBS
federal
requirements are
currently out of
compliance; include
justification for
funding request

HOME OF MY OWN PROJECT

(Home of My Own Project will address Federal Regulations non-compliance numbers 2, 6, 7, 8, and 10). Other barriers will be addressed in a separate proposal.

The goal of Home of My Own project is to develop a setting that ensures rights, supports choices and provides opportunities for integration. A fundamental component of Home Of My Own Project is that each individual, is provided the freedom in selecting their setting, making access to their home safe and user friendly and protecting individual rights and dignity.

Objective 1: To provide settings that reflects individual's needs and preference, including an option for a private room. Currently, the home does not provide all individuals the option of a private room, limiting individual choices. Home of My Own will provide these options by establishing an additional home, giving individuals more choices and flexibility. The additional home will be designed with similar policy and procedures, staffing, CMS training, activities, and outings, as the current home which will allow for a easier transition. Both homes will work in alliance with one another, in coordinating and informing individuals and family members of their options in choosing where to live. Home Of My Own will collaborate with Regional Center to seek a home where individuals can easily access the greater community allowing opportunities for integration into the community.

Objective 2: To ensure that all individuals have unrestricted access to areas in the home. Home Of My Own project provides individuals free and easy access to normal daily activities at home. Some of these individuals have physical limitations as well as developmental disabilities. Alterations to the kitchen such as lowering the counter tops will allow for easier access to those in wheelchairs and will create more options (i.e. cooking, preparing meals). By giving them the option to engage in daily household activities they can live independently without limitations/restrictions as those with non disabilities. Similarly, modifications to the bathroom to ensure privacy and easy access will be implemented with Home of My Own Project. The Home Of My Own will install grab bars throughout the home, to enable all individuals to freely move about the setting. All modifications will meet ADA regulations.

Objective 3: To ensure all individuals are afforded privacy and dignity in their home. The Home Of My Own will provide user friendly locks on all doors. All rooms will have entrance doors lockable by the individual, with only appropriate staff having keys to the doors.

Objective 4: To provide the individuals the same rights and protections from eviction that tenants have under the current landlord/tenant law. A legally enforceable agreement will be drafted by an attorney ensuring individuals rights are protected.

HOME OF MY OWN BUDGET	
<p><u>Estimated budget:</u> <u>identify all major</u> <u>costs and</u> <u>benchmarks—</u> <u>attachments are</u> <u>acceptable</u></p>	<p>Start Up Funds For Additional Home</p> <p>Lease for 6 months \$60,000.00</p> <p>Vehicle \$20,000.00</p> <p style="padding-left: 20px;">-Insurance, maintenance, gas</p> <p>Professional Services \$80,000.00</p> <p style="padding-left: 20px;">-Administer</p> <p style="padding-left: 20px;">-DSP Staff</p> <p style="padding-left: 20px;">-Registered Nurse</p> <p style="padding-left: 20px;">-Community Connections staff Director/Coordinator/On-call</p> <p>Training on CMS Rules \$5,000.00</p> <p style="padding-left: 20px;">-On site initial training</p> <p style="padding-left: 20px;">-Supplies</p> <p>General Liability Insurance/ Workman's Comp \$30,000.00</p> <p>Utilities \$5,000.00</p> <p style="padding-left: 20px;">-Phone/electric/gas</p> <p>Furniture \$3,000.00</p> <p>Physical Modifications \$20,000.00</p> <p style="padding-left: 20px;">-Ramps</p> <p style="padding-left: 20px;">-Locks</p> <p style="padding-left: 20px;">-Grab bars</p> <p>Landlord/Tenant Agreement \$3,000.00</p> <p>Physical Modifications- ADA Compliance</p> <p>Kitchen modification for Disability Access \$35,000.00</p> <p style="padding-left: 20px;">-Contractor/Design</p> <p style="padding-left: 20px;">-Appliance & Fixtures</p> <p style="padding-left: 20px;">-Adjustable Height Counter lifts</p> <p style="padding-left: 20px;">-Cabinet Shelf Lift</p> <p style="padding-left: 20px;">-Installation</p> <p>Bathroom modification for Disability Access \$35,000.00</p> <p style="padding-left: 20px;">-Contractor/Design</p> <p style="padding-left: 20px;">-Walk in bathtub</p> <p style="padding-left: 20px;">-Appliances & Fixtures</p> <p style="padding-left: 20px;">-Installation</p> <p>Other Modifications-ADA Compliance</p> <p style="padding-left: 20px;">-Grab Bars \$3,000.00</p> <p style="padding-left: 20px;">-Locks \$1,000.00</p> <p>Legal Agreement</p> <p style="padding-left: 20px;">-Landlord/Tenant Agreement \$3,000.00</p>

<p><u>Requested funding for 2016-17</u></p>	<p><u>Total Request \$303,000.00</u></p> <p><u>NOTE: Additional funding will be needed for FY 2017-2018 and FY 2018-2019.</u></p>
<p><u>Estimated timeline for the project</u></p>	<p><u>Project period will start: January 2017</u> <u>Project period will end: June 2017</u></p> <p><u>See Gantt chart for Home Of My Own tasks and timelines.</u></p>

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<u>Barriers to compliance with the HCBS rules and/or project implementation</u>	<u>Insufficient staffing ratios that will allow for more flexibility with the individuals needs to meet the HCBS rules.</u> <u>Lack of a new rate methodology. The current rate is designed for the current model and does not reflect the new HCBS rules.</u> <u>Lack of funding to purchase a second vehicle to allow for integration and connections into the community.</u> <u>Title 17 Staffing Ratio not in compliance with CMS rules.</u>

<p><u>Narrative/</u> <u>Description of the</u> <u>Project. Identify</u> <u>which HCBS</u> <u>federal</u> <u>requirements are</u> <u>currently out of</u> <u>compliance;</u> <u>include</u> <u>justification for</u> <u>funding request</u></p>	<p style="text-align: center;">COMMUNITY CONNECTIONS PROJECT</p> <p>(The Community Connections Project will address Federal Requirements Numbers 1,4,5,8,9,10.)</p> <p>The goal of the Community Connections Project is to provide all individuals with choices, ensure rights and provide opportunities for integration. The Community Connections Project which will provide more options to individuals in a flexible schedule within a day, and afford them the same rights and protections as any other individuals not receiving Medicaid funding services.</p> <p>Objective 1 : To develop the Community Connections Program Design. The development of a Program Design helps to ensure: 1) all individuals personal preferences are being met, 2) integration appropriately meets the unique physical needs of each individual, and 3) resolving barriers encountered with alternate solutions.</p> <p>Objective 2: To identify an individual's community integration preferences and barriers to integration. A Director of Community Connections will be hired to design the program. The Director will ensure that a formative evaluation is created to problem solve obstacles and monitor progress. The Director will explore various means of accessing the community. They will gather information about community opportunities, support the individuals to make informed decisions, identify barriers to community integration and work to remove barriers to the individuals. A summative assessment will also be implemented to identify the outcome of the project, allowing for others to replicate the project.</p> <p>Objective 3: To provide flexibility and support choices. In order to provide flexibility and support, additional community connectors will participate to meet individual preferences. The Community Connection Project will ensure any unplanned or planned activities are implemented. In order to facilitate individuals rights to choose where and when they want to go, the community connectors will have a flexible schedule to allow the individuals to modify their daily activities. Schedules will vary according to the individual needs of each person. Individuals will also be able to have visitors of their choosing at any time. An on-call staff will be available to accommodate individuals requests.</p> <p>Objective 4: To provide close and seamless connections with individuals to the community. The Community Connection Project connectors will explore ways to access the community and provide different options of transportation (i.e., bus, Uber) However, in the event other modes of transportation can not be utilized (i.e., wheelchair limitation, non verbal individuals, those having difficulty being in the community on their own), the Community Connections Project will provide additional transportation that can help facilitate the individuals choices and provide more opportunities for integration.</p>
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COMMUNITY CONNECTIONS BUDGET	
<p><u>Estimated budget: identify all major costs and benchmarks— attachments are acceptable</u></p>	<p><u>SALARY & RELATED BENEFITS</u></p> <ul style="list-style-type: none"> <li style="display: flex; justify-content: space-between; align-items: flex-start;"> -Director of Community Connections \$50,000.00 <li style="display: flex; justify-content: space-between; align-items: flex-start;"> -Community Connectors \$30,000.00 <li style="display: flex; justify-content: space-between; align-items: flex-start;"> -On call Staff \$20,000.00 <p><u>EQUIPMENT</u></p> <ul style="list-style-type: none"> <li style="display: flex; justify-content: space-between; align-items: flex-start;"> -Vehicle \$20,000.00 <li style="display: flex; justify-content: space-between; align-items: flex-start;"> -Insurance/maintenance/gas
<p><u>Requested funding for 2016-17</u></p>	<p><u>Total request \$120,000.00</u></p> <p><u>NOTE: Additional funding will be needed for FY 2017-2018 and FY 2018-2019.</u></p>
<p><u>Estimated timeline for the project</u></p>	<p><u>Project period will start: January 2017</u> <u>Project period will end: June 2017</u></p> <p><u>See Gantt chart for Community Connections tasks and timeline.</u></p>