

# Support coordinator quarterly meeting

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October 19, 2022

# Housekeeping

This meeting is being recorded

Please mute your microphone

Recording and slides will be available this Friday at:  
[dspd.utah.gov/support-coordinators/](https://dspd.utah.gov/support-coordinators/)

Questions? Type into chat

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# Agenda

October 19, 2022

Announcements

Employment resources

DSPD staff changes

New Disability Ombudsman

Legislative updates

Contract Request for Information

Updated directive

Finance team training

Guest presenter: Utah State Board of  
Education's Special Education Department

Q&A

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- View updated DSPD contact list and organizational chart at [dspd.utah.gov/about-dspd](https://dspd.utah.gov/about-dspd)
- For assistance in finding appropriate home and community based settings, please reach out to: [residentialsupports@utah.gov](mailto:residentialsupports@utah.gov).
- DSPD services can't be provided to school age children, during hours they should be attending school. This is a duplication of Medicaid services.

- If you need to contact Leonard Consulting for employment verification now that they are no longer contracted with DHHS, email Hilary Leonard [hgilmer@leonardconsultingllc.com](mailto:hgilmer@leonardconsultingllc.com) and Frank Leonard [FLeonard@LeonardConsultingLLC.com](mailto:FLeonard@LeonardConsultingLLC.com)
- At 1 p.m. Mountain Time today, some of our staff will be presenting at a webinar co-hosted by the National Center on Advancing Person-Centered Practices and Systems (NCAPPS) and the State Employment Leadership Network (SELN). This webinar will highlight successful person-centered approaches and tools for discussing employment.

## **Announcements/Reminders**

# Employment resources

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# My Vision of Adulthood

<b>1</b>	Creating my vision (Pre-transition) Age 12-14	→ Person Centered tools/resources → My Role and Responsibilities → Support Member Roles and Responsibilities
<b>2</b>	Planning my vision (Transition Planning) Age 14-16	→ Person Centered tools/resources → My Role and Responsibilities → Support Member Roles and Responsibilities
<b>3</b>	Making my vision happen (Implementing the Transition plan) Age 16-18	→ Person Centered tools/resources → My Role and Responsibilities → Support Member Roles and Responsibilities
<b>4</b>	Living my vision (Transition out of high school) Age 18-22+	→ Person Centered tools/resources → My Roles and Responsibilities → Support Member Roles and Responsibilities



# Support Team Quick Guide

**What:** Quick reference guide for support team members on person-centered thinking and person-centered planning to incorporate person-centered planning in the IEP transition process.

**Who:** This guide was developed for support team members involved in IEP transition planning including:

- Educators
- Vocational Rehabilitation counselors
- Support coordinators/providers

**Where:** Link will be posted in chat.



Utah Department of

**Health & Human Services**

Services for People with Disabilities



**Jordan Tollison** — Caseworker on the Community Transitions Waiver team.

**Cara Rung** — New position will handle the NOA appeal process for the division.

**Ana Velasquez** — Limited Supports Waiver administrator

**Amy Nicholson** — Support coordinator on the Limited Supports Waiver team

New support coordinators on our assessments and transition team: **Jody Kearney, Katie Miner, Shae Bingham, & Marianne Schmidt**

**Brett Peters** — Research consultant

The waiting list supports team has hired **Alejandra Preciado, Jennifer Martinez, and Kristen Chapman** to help manage ARPA funds for individuals on the waiting list.

# Disability ombudsman

Angie McCourt

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- DSPD submitted budget requests to governor's office.
- Governor prioritizes requests received from all departments and agencies. His recommendations will be released in December.
- DSPD has the opportunity to advocate for items within the governor's budget once it is released.

# Contract Request for Information

Respond by November 9

- You should have received a survey from “sci quest” about contract amendments DSPD is considering in response to our audits.
- If you did not receive the email, contact Tyler Black at [tdblack@utah.gov](mailto:tdblack@utah.gov).

# Switching between support coordinators

Updated internal directive:  
[dspd.utah.gov/internal-directives](https://dspd.utah.gov/internal-directives)

- DSPD constituent representative will contact individuals in services to determine choice.
- Does not change contractual obligations
- Contractual violations can be reported to the Office of Service Review at [osrprovider@utah.gov](mailto:osrprovider@utah.gov)

# USDC

DSPD continues to receive requests to access USDC.

To request support, reach out to [USDCadmits@utah.gov](mailto:USDCadmits@utah.gov).

Admissions and discharges to and from USDC are outlined in directive 1.50, 'Transitions Between HCBS and USDC.'

Directives are available on our website at: [dspd.utah.gov/internal-directives](https://dspd.utah.gov/internal-directives)

# Finance training

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# Personal Budget Assistance (PBA)

- The PBA code:
  - Provides support to persons with personal financial matters.
  - Can be billed as either a quarter hour or a session rate.
- Most individuals require 2 sessions a month if the residential provider and the PBA provider are the same company.
- If the PBA provider is **not** the same company as the residential provider, the individual and their team should discuss if the quarterly hour service is more appropriate.
- If more PBA units or sessions are needed, please submit an RFS request including:
  - Information on the individual's circumstances
  - What services will be provided during the increased PBA units or sessions.



# SL3

- Caregivers have the option to seek employment with a DSPD contracted provider.
- If additional units are needed, SCEs can request SL3/PA3 units through the Request for Services committee, then move the funds to SLN through the budget-neutral policy.
- Since it is a higher cost code for SLN, caregivers who choose this option will not be able to access as many hours as they would under the SAS model.
- The total SL3/PA3 hours that can be approved are 40 hours per individual, but vary depending on individual circumstances.

# Monthly budget reviews

- First monthly person-centered budget reviews are complete.
- All identified budgets were able to be reviewed, and you should have been contacted regarding the result.
- For any budgets adjusted a NOA was sent to the individual and their representative.
- Look for an email and log note each month letting you know if one of your clients was tagged for a budget review.
- Contact Kristen Cornia at [kristencornia@utah.gov](mailto:kristencornia@utah.gov) with questions.

# Emergency payment policy update

- An updated version of the Request for Services policy has been published on DSPD's website.
- We have updated how an RFS committee member will verify that a situation requires an emergency payment.
- Going forward, emergency payments will only be approved when there has been a documented change in circumstances that necessitate emergency services.
- Some situations where this would apply include a loss in caregiver, a change in housing circumstances, or changes in behavioral or medical support needs.
- The change in circumstances will need to be documented in the activity log notes at the time of occurrence. Requests will also need to be submitted no more than 90 days after the service provision.

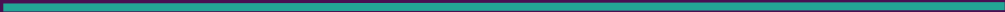
# Rate increase

- The previously announced rate increase for applicable service codes starts January 1, 2023.
- Ensure that any billings from July through December 2022 are submitted in a timely manner so we can ensure they are paid before the rollover and are eligible for the supplemental payments.

# **Utah State Board of Education's Special Education Department**

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**Q/A**



**Next Support Coordinator Quarterly:**

11:30 a.m. to 1 p.m.

Wednesday, January 18

**Next Family and Self Advocate Quarterly:**

Wednesday, November 9

Day: 11: 30 a.m. to 1 p.m.

Evening: 6:30 to 8 p.m.