SDP Best Practices Subcommittee Questions (#2)

- Can we get a copy of the current orientation? Available on our website.

- Are there topics that recur that are not covered by the required orientation that should be added, such as assessments and second year issues?

  NLACRC plans to change the Orientation. Now that DDS and State Council have released their Statewide Orientation, we plan to adopt the module format as well. This will allow us to provide additional information such as assessments and second year process.

  The SDP Team will be attending the statewide orientation and NLACRC will then consider changes to make to orientation.

- How can we get Committee members to attend or participation in the orientations?

  We previously reached out to the committee during the LVAC and via email for anyone wanting to participate but did not get participation. The committee is welcomed to attend. We will extend invite and also provide the option to also attend the virtual orientation.
- Should there be an orientation for the second year and beyond, perhaps by a grantee? The orientation focusing on spending plan, timeline, and certifying budget issues.

  SDP Allocation funds- a subsequent year workshop? DDS orientation maybe also covering these areas and we can further enhance NLACRC orientation.

- How long, when requesting the IPP/PCP meeting with your CSC, before it takes place and who do we contact if that doesn't happen? Is there mandated timeline?

  Meeting to be scheduled within 30 days of request. Meeting should be requested from CSC and if there is no response, family should contact:
  1. **Supervisor**
  2. **Manager**
  3. **Director**

- If a NLACRC assessment is recommended, is there a timeline to follow and if it isn't completed on time, who do we contact?

  3rd party assessment for services such as ILS, AST, Social Skills, SLS- It varies per agency. Generally, time period allotted customarily is up to 3 months.

Internal assessment of services- CSC has 15 days to assess. If additional time is needed, they will make that request to consumer/family. If there is agreement the IPP team will agree on a new date. If there is no agreement, CSC will need to provide an NOA.

- What is the NLACRC policy on SDP assessments? (e.g., When are they necessary? Can they be prepared by the family, participant, or vendor? What is the recommended format?)

  A professional assessment is needed if we are adding a service that requires an assessment (ILS, AST, Social Skills, SLS, ABA).

- Do third party assessments require that the assessor have training in SDP, and must it be done by a vendor in traditional services?

  In 2021, we offered two SDP trainings to our vendors. Therefore, our vendors have received SDP training.

  Yes, when developing the budget, the services and supports must be traditional therefore assessments need to be completed by vendors in the traditional system.

- How are such assessments funded?

  Consumer/families have 2 options.
  1. **They can opt to have the assessment done through the traditional POS if they have not transitioned into the program.**
  2. **They can have the assessment rate added to their budget; however, they must choose a vendor. We have families who have chosen vendors out of our catchment area. In this type of situation, the SDP Specialist reaches out to the vendoring RC for the assessment rate.**

- How long should it take to get a spending plan change into the ebilling system? If it takes longer, who do we contact?

  It should not take more than a week. Contact your CSC for updates, if you don't have an answer, SDP Specialist, SDP Supervisor, Manager and/or Director.

- Define ebilling, who can see it, and how is it communicated to the participant and FMS?

  eBilling system can be seen by SDP Team, however only the Manager and SDP Supervisor can enter a spending plan into the system. Once it is entered, the Junior

Accountants can review and approve. The FMS will be able to see the funds once Junior Accountant approves.

Case Management submitted the signed spending plan and auth to FMS once it is entered in eBilling.

- After a participant verifies that a service or good that they want to purchase; 1) meets an IPP goal, 2) complies with the HBCS rules, 3) is not available through any generic resource, and 4) is defined in the Self-Determination Program Services definitions, are there any other obstacles to the purchase?

  It depends on what they are asking for.

- Can there be a document that says why a request was declined and how it might be approved, e.g., different service code or clarification of the goal?

  When an item is denied, we provide a NOPA which details why we are unable to approve.

- Under what circumstance does DDS review and approve a participant's spending plan?

  DDS is not part of the IPP planning therefore they would not review and approve spending plans. They are typically open to consults; however, the assessment must be completed by Regional Centers.

- Grantees are a vital resource and voice of advocacy for NLACRC consumer interested in the program. Can the grantees attend orientations and informational meetings? If agreed by the consumer or participant, can the participate in the IPP/PCP/Spending Plan meetings and beyond? Should all of these services be billable within the scope of available federal funding?

  Yes, they may attend Orientations and Informational Meetings.

  Yes, grantees can attend IPP/PCP/Spending Plan meetings and bill.

- In the new paradigm, can CSC's receive training from grantees?
  That is one of the priorities listed in the RFP.

- Some grantees are reporting that they were unable to utilize a large percentage of the funds awarded them, can the scope of authorized services be reviewed?

  They must follow their contract and their RFP.

- Have grantees been authorized to assist and advocate for consumers in the process of transitioning and assisting those consumers delayed in the second- or third-year budget recertification?

  They can assist anyone that needs assistance.