Personal Assistance Oversight Committee Minutes

June 16, 2010 1:00PM – 4:00 PM (MST)

Video Conference in Regions I, III, IV, V, and VII

Call in information – 1-888-706-6468 Participant Code 268877

Committee Members Present: Scott Burpee, Jason McKinley (Phone), Kelly Marang (Video), Aaron Thain, Deana Gilchrist, Dana Gover, Jody Erickson and Donna Maier(Guest)

DHW Staff Present: Natalie Peterson, BLTC Bureau Chief, Melanie Belnap, BLTC Manager (Video), Susan Scheuerer, BLTC ACC; Susie Choules, BLTC ACC, Sue Harvey

RN, BLTC Nurse Manager; Marcie Young, BLTC Administrative Assistant II.

AGENDA ITEM	LEAD	Time	DECISIONS/RECOMMENDATIONS/ACTION ITEMS			
OLD BUSINESS						
Welcome - Introductions Read and approve minutes from March 17, 2010 PAO Meeting. (Attached)	Natalie Peterson	1:00 - 1:15	Dana made the motion to approve minutes from the 3-17-2010 as written. Aaron seconded the motion. Minutes were approved and will be posted on the MCAC Website.			
PLANNING						
PAO Committee Composition • (Continue with submitted applications) • Discuss Recruiting Plan	Natalie Peterson	1:15 - 2:15	The following applications were presented and approved: Bart Larson, Eastern Hub Provider Jody Erickson, ICOA, Advocate # 1 Tara Howarth, Region VI Participant Ruth Gneiting, Region VI Participant As of 6/16/10, we still have 8 vacancies - 6 Participant, 1 Advocate and 1 Personal Assistant. Marcie will send Membership Chart out to committee with the Draft Minutes. Members were requested to send in applications for these vacancies to Natalie by 7/30/10. Applicants are invited to attend the September 15, 2010 meeting.			
FI Subcommittee			Waiting for Cost Survey information from Providers.			
PA Time Frames	Susan Scheuerer	2:15 - 2:25	The adult participants' services are authorized monthly. Each monthly authorization has a different PA number and each service is a separate PA. The children services are authorized quarterly (12 weeks). Each quarterly PA's will have 1 or more service codes authorized. Providers who need assistance should be directed to Molina Medicaid Solutions at 1 (866) 686 4272 or locally at 1 (208) 373-1424.			
Assistance with Medications	Susie Choules	2:25 - 2:40	Currently, Assistance with Medications course is offered through ISU, BSU, and CWI. Personal Assistance agencies would like to develop their own course for their employees to defray costs. Medicaid does have a Department approved medication awareness course for CFH providers and there is the possibility that the agencies could use this. Scott Burpee will speak to Keith to get this item on the CCAC agenda.			

2011 Meeting Dates	Natalie Peterson	2:40 - 2:45	March 2011, June 2011, September 2011 and December 2010. Meeting times will continue to be held from 1-4 PM (Mountain Time) These meeting will be scheduled as video conferences where possible.	
Break		2:45 - 3:00		
MONITORING				
Update on Idaho State Independent Living Council Medicaid Infrastructure (MIG) Grant	Donna Maier - Project Director ISILC	3:00 - 3:30	Donna provided an update on recruitment and retention efforts of Personal Assistance Workers by the Centers for Independent living. She asked if additional discussion was needed on the SPPAWG recommendations to the Department (12-2009). The committee determined that additional discussion was not needed at this time. Donna also reported that two additional recommendations-attached to the MIG grant, will be delivered by the end of the year.	
QA Update	Natalie Peterson	3:30 - 4:00	There are six assurances that the State must meet to be in compliance with the HCBS Waiver Assurances: Level of care, Service Plan, Qualified Providers, Health and Welfare, Administrative Authority and Financial Authority. BLTC is currently re-evaluating the QA process in to ensure there is alignment with the assurances.	
			One area that has been identified as an opportunity for improvement is Service Plans. Using the Nurse Reviewer Home Visit form, the NRs have discovered issues with Services Plans that are not in sync with the UAI and/or not present at the time of the visit. The providers have been notified and corrective action made. BLTC is in process of developing a provider training to assist with system improvement.	
DECOMMENDATIONS TH			Scott Burpee asked if it was possible to get a yearly summary of the Complaint/CI Database.	

RECOMMENDATIONS – This recommendations were presented to the Medical Care Advisory Committee (MCAC) on 7/21/2010

Develop payment methodology that combines Attendant/Homemaker rates.

The Division of Medicaid is researching methodologies to achieve this outcome.

Develop an approval process that would allow providers to conduct Medication Assistance training rather than via the limited offerings.

This is a technical program that the Agency RN could qualify to teach. In order to have the program not offered through a technical college the agency would have to go through the "Idaho Professional Technical Education (PTE) Program to see if it could get a course approved using the guidelines they set. This course is directed by one of Idaho's six post-secondary technical education colleges: North Idaho College School of Applied Technology, Lewis-Clark State College School of Technology, Idaho State University College of Technology, Eastern Idaho Technical College, College of Southern Idaho, and Boise State University Larry G. Selland College of Applied Technology. This course is intended to be delivered through eight (8) hours of instruction (theory = 5 hours, clinical = 3 hours).

Instructor qualifications for this course are the same as the state requirements for Certificated Nursing Assistant Instructors with the exception of a Licensed Pharmacist who meets the Idaho certification standards for Professional Technical educators. These requirements are as follows: (1) A current, valid and unencumbered license to practice in Idaho as a licensed professional nurse (RN) or pharmacist. (2) Three years of clinical practice. (3) A Licensed Professional Nurses clinical experience must include at least two years of long-term or chronic care. Application to teach must be made through a professional-

technical college and primary certification is issued from the state Board of Nursing.

To be a Medication **Assistant**, Referenced in Rule, the individual must take a class costing approximately \$80.00. Upon completion the attendee receives a "Certificate of Completion". The class is 8 hours long.

This allows them to....

f. Assistance with medication may include: breaking a scored tablet, crushing a tablet, instilling eye, ear or nose drops, giving medication through a pre-mixed nebulizer inhaler or gastric (non-nasogastric) tube, assisting with oral or topical medications and insertion of suppositories.

The **Medication Assistant-Certified (MA-C)** is a new, longer program; 120 hours that allows the MA-C to administer meds. This will be a renewable certificate, (every 2 years) and is monitored by The Board of Nursing. Currently there are no MA-Cs in the State of Idaho.

ADJOURN		4:00
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^{*} Minutes (6-16-2010) were approved (pending amendment) to reflect discussion regarding attendant and homemaker services.

"Service Plan, assessed needs on the care plan and the flow sheet should match.

Do providers have to have separate flow sheet for homemaker and attendant services?

Cares and time need to be documented, but do not have to be on a separate timesheet."