

More Q&A with ODP from IDD Division Meeting October 15, 2020

The Office of Developmental Programs (ODP) staff has provided us with feedback to questions that were discussed during our meeting on October 15, 2020.

1. **Question:** In Appendix K, there was wording that indicated that if staff were qualified to work in one area, they would also be considered to work in other non-professional areas. Does this apply for Community Participation Services (CPS) provided by staff to individuals who are living in Lifesharing?

Answer: Direct support professionals, program specialists, and supervisors of direct support professionals who were hired to provide Community Participation Support between March 1, 2020 and October 31, 2020 who have not completed the [Community Participation Support training](#) are considered qualified to render Community Participation Support services until December 31, 2020. If they want to continue to provide Community Participation Support services on or after January 1, 2021, they must complete Community Participation Support training by December 31, 2020 to be considered qualified.

Direct support professionals, program specialists, and supervisors of direct support professionals hired on or after November 1, 2020 must comply with the qualification requirement for Community Participation Support training included in the waivers. "New hires must complete the Department approved training on Community Participation Support within 60 days of hire and, during that time, be supervised by someone who has completed the training."

2. **Question:** If a provider chooses to continue with monthly progress notes, are we still required to complete a quarterly review also?

Answer: A quarterly review of progress is not required if all requirements for progress notes in bulletin 00-18-04 and 6100.227 are met in the monthly progress note.

3. **Question:** There is still confusion about what constitutes a service note and a progress note. It is adding more work for the direct support staff.

Answer: The required elements of a service note are contained in 6100.226 and bulletin 00-18-04. The service notes are used to create a progress note. The more detailed the service note is, the easier it is for providers to compile a thorough progress note. A progress note documents how the service met the needs and preferences of each individual over time. It also documents the service's impact on each individual's health, safety, well-being, preferences, and routine.

4. **Question:** Is there a plan to consolidate CPS in-home and community supports and companion services into one decent rate so providers can include the cost of paying longevity staff and travel expenses?

Answer: There are no plans to consolidate these services at this time.

5. **Question:** Our biggest concern is the community spread bulletin and the transportation issue identified in the substantial phase.

Answer: ODP is working on additional questions and answers to provide further clarification on this issue.

If you have additional questions that you would like to submit, please contact [Carol Ferenz](#), Director IDD Division.