

Office of Developmental Programs' (ODP) SIS-A Discrepancy Form

ODP Announcement 24-028

AUDIENCE:

- Individuals and Families
- Intellectual Disability/Autism (ID/A) Provider Agencies
- ID/A Supports Coordination Organizations (SCOs)
- Administrative Entities (AEs)

PURPOSE:

The purpose of this communication is to introduce the new "SIS-A Discrepancy Form." This announcement also provides guidance on how to submit a review request when discrepancies are identified in a finalized SIS-A Report and announces the creation of the ODP SIS-A dedicated mailbox.

DISCUSSION:

The Supports Intensity Scale – Adult[®] (SIS-A) is a standardized assessment tool developed and owned by the American Association on Intellectual and Developmental Disabilities (AAIDD). The Office of Developmental Programs has elected to use the SIS-A assessment for individuals ages 14 and older, to ensure that necessary supports and services are

consistently and appropriately delivered to all participants enrolled in Targeted Support Management (TSM) services and ID/A waivers.

The SIS-A results cannot be appealed through the Department's Fair Hearings and Appeals process; however, a review request may be submitted if there are questionable discrepancies identified in Section 1 of the finalized report. Section 2 of the SIS-A rates for "success", not the actual support provided. Ratings in Section 2 of the SIS Assessment are based on conversations had during the interview and are not subject to review.

To streamline the review request process, ODP has created a SIS-A dedicated mailbox, ra-pwsisassessment@pa.gov and developed a "SIS-A Discrepancy Form" in Microsoft Forms. This form is designed to report identified discrepancies in SIS-A assessments, as well as to identify trends and patterns related to identified discrepancies. The Discrepancy Form can be submitted by any member of the individual's support team and does not need to be initiated or submitted by the Supports Coordinator. We ask that you collaborate with members of the individual's support team to avoid multiple submissions. Completion of this form does not guarantee that any changes to the assessment will be made.

The SIS-A dedicated mailbox was created specifically for the discrepancy review process. After submitting a Discrepancy Review Request, you will receive a confirmation email from RA-PWSISASSESSMENT with instructions on submitting supporting documentation. Reviews will be considered only after supporting documentation is received, so please check your inbox and/or junk folders for this email. The dedicated mailbox is only used for discrepancy reviews. All SIS-related questions should continue to be directed to your regional SIS Lead.

Once submitted, the Discrepancy Review Form, as well as supporting documentation and information from HCSIS, will be reviewed by ODP staff. This information will be used to determine whether adjustments to the assessment are necessary. If there is agreement

that adjustments to the assessment are necessary, you will be notified via email from the dedicated SIS-A mailbox with additional instructions. If the review does not substantiate the request for adjustments, you will be notified via email by your Regional SIS Lead.

The [SIS-A Discrepancy form](#) will go live on Monday, March 11, 2024, and all subsequent requests must be submitted on this form within 120 days (4 months) of the SIS interview date. The SIS-A Discrepancy Review form can also be accessed in the following ways:

- [My ODP SIS Landing Page](#)
- Scanning the QR Code



CONTACT:

For additional questions please contact your regional SIS Lead.

- Central Region – Randy Evertts, revertts@pa.gov
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