

Workplan for Reducing Fiscan and Administrative Burdens					
WORKGROUP	RECOMMENDATIONS	TASKS	TARGET DATE	COMPLETION DATE	Status Update
Annual Authorizations	Complete Implemenation and Tracking Plan				
		Monthly reconciliation reports mailed to participants	10/1/2021	Ongoing	First mailing sent in October 2021
Billing and Fiscal Issues	Bill Day Programs at Community Rates	Medicaid Outreach	6/28/2021	Ongoing	Vetted with Medicaid; needs additional follow up
		Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in progress
	Reduce Billing Ratios to two Categories(1-2/3-5)	Medicaid Outreach	6/28/2021	Ongoing	Vetted with Medicaid; needs additional follow up
		Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in progress
	Provide an Aggregate Amount for Funding	Medicaid Outreach	6/28/2021	Ongoing	Vetted with Medicaid; needs additional follow up
		Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in progress
	Make Viewable to all- Total Authorization and Spend	Determine IT- System change or develop report(Therap)	3/31/2022		
		Communication - Participant Notice	10/1/2021	Completed	First mailing sent in October 2021
	Individuals with Agency Services Able to Utilize Goods and Services	Develop policies for hybrid approach (agency and SD)	3/31/2022		
		Medicaid Outreach	6/28/2021	Ongoing	
	Create Individualized Budgets	Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in progress
		Started aligning additional funding over Tier with ISP dates	6/1/2021	Ongoing	Began aligning additional funding requests with ISP date.
	Align Additional L9 Request Dates with ISP Year Dates	Communication - Create and disseminate a Technical Bulletin	1/1/2022		
		Medicaid Outreach	6/28/2021	Ongoing	Vetted with Medicaid needs additional follow up
	Develop/Definition Use of Service Coordination	Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in progress
		Medicaid Outreach	6/28/2021	Ongoing	Vetted with Medicaid needs additional follow up
	Build Additional Indirect Service Time into Existing Rates	Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in progress
Medicaid Outreach		6/28/2021		Vetted with Medicaid needs additional follow up	
Maximize Access to All Funding Streams	Rate Methodology work	9/14/2021		RFP posted; Vendor selection in progress	
	Identify opportunities for braiding funding with other Non-DD funding sources	3/31/2022			
Consumer Support	Ensure Access to all Available Supports	Medicaid/LTSS Engagement	10/15/2021	Ongoing	LTSS Provider Presentation
		Identify how to include other State services in whole life plans	3/31/2022		
	Develop and Revise Guidance Documents	Develop guidance on how to obtain supports when new to system	3/31/2021		
		Transition Roadmap- increase comprehensiveness	11/30/2021		
	Self-direction Pathway Information	Sherlock Plan Information	8/30/2021	Ongoing	Self-Directed Stakeholder group meeting monthly
		Update/simplify Appeal information and include in all relevant correspondence	10/30/2021	Ongoing	Medicaid workgroup developing updated brochure
	Provide Information in Multiple Languages/Formats	Update/simplify Appeal information and include in all relevant correspondence	11/10/2021	Ongoing	Appeals group reconvened to finalize documents
		Ensure communications are accessible and easily understood	10/30/2021	Ongoing	Began with updating Eligibility Application
	Provide Education on the SIS	Evaluate opportunities to increase capacity of Bilingual Support Coordinators, Interpreters and Independent Facilitators	3/31/2022		
		Quick translation of documents submitted in other languages	11/30/2021		
	Provide Application Assistance	Provide training on SIS process to individuals, families, and providers	Ongoing		training to educators in August
		Create universally desinged language on SIS to ensure it is understood by all	2/28/2022		
	Provide Application Assistance	Provide link to American Association on Intellectual and Developmental Disabilities (AAIDD) website	10/1/2021		
Provide ongoing application assistance for renewals		Ongoing			
Operational Processes	Complete Authorization Letters	Revise DD application to simplify	9/15/2021	Completed	
		Provide stakeholders "cheat sheet" to assist with application process	3/31/2022		
Operational Processes	Add Additional Assessment to better Determine Level of Care (LOC)	Revise quarterly statement for participant, more user friendly	9/1/2021	Completed	Letter developed; First mailing to participants in October
		Identify tool(s) for capturing additional information not considered in the SIS	3/31/2022		
	Develop Implement Individual Budgets	Identify means for using assessment w/SIS to capture Level of Need	3/31/2022		
		Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in progress

		Medicaid Outreach	6/28/2021	Ongoing	Vetted with Medicaid needs additional follow up	
		Rate Methodology work	9/14/2021	Ongoing	RFP Posted; Vendor selection in process	
		Translate budget information into easily understood terms/format that is accessible to all	2/1/2022			
		Communication - Participant Notification with budget details	10/1/2021	Completed	First mailing sent in October	
		Determine IT- System change(s) or develop report (Itherap)	3/31/2022			
		Provide budget information that is accessible and easily understood	3/31/2022			
		Improve timelines and communicate clear process for budget approvals/changes	8/31/2021	Ongoing		
	Enhance BHDDH Website					
		Include information on Service Options	3/31/2022			
		Continuously update Transition information	11/30/2021	Ongoing		
		Ensure all policy documents are accessible	3/31/2022	Ongoing		