



## Save the Date – Next DD Community Forum

**Tuesday, December 5**

**3:00 PM to 4:30 PM**

[Click Here to Register](#)

Join BHDDH for the Fall DD Community Forum on Tuesday, December 5<sup>th</sup> from 3:00-4:30 PM to get the latest news from the BHDDH Division of Developmental Disabilities.

Everyone must register in advance. After you register, you will receive a confirmation email with your unique login details to join the forum.

When you register, you can enter your questions or comments about the RI DD System. Director Kevin Savage and the DD team will answer questions and share other information and updates at this quarterly online event.

The forum will be hosted by Advocates in Action and will be held on Zoom. You will also be able to call in. If you can't join us, the forum will be recorded to watch later. [Click Here to find recordings of past forums.](#)

An ASL interpreter will be present at this event. For other accommodation requests, please email [MichelleWhite@AdvocatesinAction.org](mailto:MichelleWhite@AdvocatesinAction.org). If you have any questions or need assistance registering, call Advocates in Action toll-free: 1-877-532-5543, or email [aina@AdvocatesinAction.org](mailto:aina@AdvocatesinAction.org).

## State Offices Closed on Monday, November 13



BHDDH offices will be closed on Monday, November 13 in observance of Veterans Day

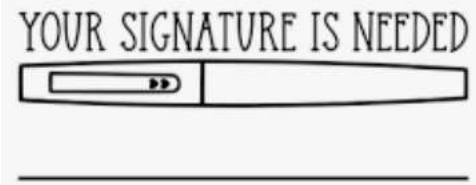


## We Want to Hear from You

We are thinking about updating our newsletter and website, but we need your help! Please let us know what you like and dislike about our newsletter and website by completing these surveys: [Newsletter feedback survey](#) and [Website feedback survey](#).

## Update on Individual Support Plan (ISP) Submissions

With the end of the COVID Public Health Emergency (PHE) on May 11, 2023, all Individual Support Plans (ISP) and purchase orders (PO) must be signed by the individual receiving services (and/or guardian if applicable). The signature can be written or a legally valid digital signature. The date of the signature on the ISP and PO must also be included. Plans that are submitted to the Division of Developmental Disabilities without the required signature will be returned. Unsigned ISPs may cause a delay or loss of services.



## Conflict-Free Case Management (CFCM) Update

In October, EOHHS and BHDDH held a virtual meeting and an in-person meeting with DD stakeholders to discuss roles and responsibilities under CFCM. At the end of this newsletter, you can find a handout summary of the roles and responsibilities.

You can view the recording of the [virtual CFCM presentation on October 19<sup>th</sup>](#) on the Advocates in Action website. AinA has the whole recording available as well as links to specific questions that were asked during the meeting.

The next EOHHS CFCM Stakeholder Meeting will be on Thursday, November 30<sup>th</sup> from 9:00 AM to 10:00 AM. Get the link and more information about CFCM on the [EOHHS CFCM webpage](#).

## Technology Fund Update

We are still accepting requests for the Technology Fund.

The Technology Review Committee is currently finalizing the review of Round 6 Technology Requests and results should be out next week. Round 7 started on September 1st and ends on November 30th. Find the application and more information on the [Technology Fund page](#) on the BHDDH website.

Please note that the Technology Fund can only be used once. Participants who have received funding through the Technology Fund cannot apply a second time.



*"My iPad has helped me to do different types of art and I can communicate with my friends, family and even my doctor through video."*

— Alton

## DD Caseload Estimating Conference



The Division of Developmental Disabilities presented at the Caseload Estimating Conference on Friday, October 27th. The full conference is available to [watch on Capitol TV on Demand](#). The DD testimony begins about 46:34 in the video. You can also watch the [DD follow up testimony](#) from Thursday, November 2<sup>nd</sup>.

## What's New with SIS

There are many changes happening with the DD assessment process right now. At the end of this newsletter, you can find an overview of what to expect over the next few months. The overview covers 3 topics.

1. **Changes to the Assessment Process** - Discusses the additional steps BHDDH is taking to ensure we get all the information we need to understand participants' needs.
2. **When does my tier start after I have a SIS?** Answers one of the most common questions about the SIS. The effective date depends on the type of SIS and whether the tier changes. This section explains the dates and gives examples.
3. **Implementation of the SIS-A 2nd Edition** - Outlines the changes and what will happen until the implementation is complete.

Additional information has also been added to the [SIS page](#) on the BHDDH website on the SIS-A 2<sup>nd</sup> Edition.



## BHDDH and ORS Celebrated Businesses and Employees during National Disability Employment Awareness Month

Observed each October, National Disability Employment Awareness Month (NDEAM) celebrates the contributions of America’s workers with disabilities past and present and showcases supportive, inclusive employment policies and practices that benefit employers and employees.

### Employer Excellence Award: Feast & Fettle



On October 24<sup>th</sup> BHDDH and ORS awarded Feast & Fettle with a plaque recognizing them for Employer Excellence. Feast & Fettle was nominated by Mary Anne Maciel from Spurwink. “This business embodies team building and a positive culture and has taken the opportunity to include a person with a disability and by recognizing him as having a positive influence on the entire team.” Our group was welcomed

by Chris Smith (Director of People Operations) and Feast & Fettle employee Jordan Andrews and given a tour of the facility. Jordan was recognized with an NDEAM Certificate of Excellence for his contributions as a dishwasher.



### Employer Excellence Award: Twin River



On October 25<sup>th</sup> BHDDH and ORS awarded Bally’s Twin River with a plaque recognizing them for Employer Excellence. Dante Brome and his Bally’s HR Team gathered with our group and celebrated with representatives from ORS, BHDDH and AccessPoint RI. They were nominated by Rory Carmody from AccessPoint RI. “Bally’s has demonstrated a willingness and commitment to employing people with disabilities. They have been an incredible partner to

AccessPoint RI. First by allowing us to create a job on-site for a person with significant disabilities. Now they're hosting Project SEARCH - which is a year-long commitment and have made themselves completely available e to use around the design and implementation.” Michael “Mikey” Palmieri was presented with a NDEAM Certificate of Excellence for his work as a Bally’s Greeter.





## October 31<sup>st</sup> Marked the 60th Anniversary of the DD Act

The National Association of Councils on Developmental Disabilities (NACDD), the National Disability Rights Network (NDRN), and the Association of University Centers on Disabilities (AUCD) put out a statement honoring the [60th Anniversary of the Developmental Disabilities Assistance and Bill of Rights \(DD\) Act](#).

The DD Act established the DD Network, which includes State Councils on Developmental Disabilities; University Centers for Excellence in Developmental Disabilities Education, Research, and Services (UCEDDs); and Protection & Advocacy Systems (P&As). *(In Rhode Island, the three agencies are the [DD Council](#), [the Paul V. Sherlock Center on Disabilities](#), and [Disability Rights RI](#).)*

These entities work to identify and solve issues that individuals with developmental disabilities face in their communities. The three DD Act programs provide training and technical assistance to policymakers, and work to remove barriers that prevent individuals with developmental disabilities from having their voices heard. These programs also work with local, state, and federal governments to develop robust policy solutions aimed at empowering these individuals and promoting self-determination.

The DD Act ensures that people with developmental disabilities and their families can plan for support that focuses on their self-determination, independence, and being an included and valued member of their community. The DD Network is a collaboration between the programs and organizations sponsored and supported by the DD Act. This network supports individuals, families, and communities by providing outreach materials, leading conferences, implementing, and sharing research, as well as working together across policy issues.

“The Developmental Disabilities Assistance and Bill of Rights Act is a key piece of legislation for our disability community. Ensuring that there are programs and supports for individuals with developmental disabilities to be successful in living in their communities and achieving their dreams is vital to our society,” says Robin Troutman, Interim Executive Director of the [NACDD](#). “The DD Network allows for every state and territory to learn from each other, support one another, and be change-agents. It is the job of the network to share resources and create connections across the nation for individuals with developmental disabilities, their families, and their communities. Every individual deserves to live and participate in their community and the DD Network is here to aid in that.”

“By creating the Protection and Advocacy Network, the DD Act ensured that people with developmental disabilities experiencing abuse, neglect, or other violations of their rights had somewhere to turn to for help,” said [NDRN](#) Executive Director Marlene Sallo. “We recognize its historic importance on this 60th Anniversary and pledge to continue working with our partners to fulfil our shared vision of full inclusion, access, and independence for people with disabilities.”

“Because of the DD Act, we can celebrate huge advances in science, community inclusion, and access to services for those living with intellectual and developmental disabilities,” said John Tschida, Executive Director at [AUCD](#). “Our organization will continue to support our members in research, education, health, and service activities, in strong alliance with our DD Act partners.”

## Fraud Alert: Scam Calls from Government Imposters

There has been an increase in reports about government imposter scam calls. In the scam calls, the caller is pretending to be from the government.

### Reports of the scam say that:

- Callers say they are from “Eldercare,” “Eldercare Locator,” “Social Security,” or “Medicare.”
- Callers ask for personal information like Social Security numbers, banking information, or Medicare numbers.
- Callers demand payment and threaten jail time or fines.
- Callers have made repeated calls from the same number, harassing people.

### Here are tips to protect yourself and people you know:

- If you are ever suspicious about a call, hang up immediately. Find the organization’s contact information on your own (don’t use caller ID), and call or email them directly.
- Never give out your Social Security number, banking information, or Medicare number to anyone who contacts you through calls, texts, or emails.
- Never pay someone you do not know well via gift card or wire transfer.
- Never click on an email link or attachment, unless you fully trust the sender.
- Sign up for the [National Do Not Call Registry](#).

### Here are the important reminders:

- The government will never call out of the blue and ask for a Social Security number.
- The government will never ask for payment by gift card or wire transfer.
- Social Security numbers cannot be suspended.

### There are resources available to help raise awareness about avoiding scams:

- The Social Security Administration offers a [short video on signs that someone is impersonating the Social Security Administration](#).
- The Consumer Financial Protection Bureau offers resources on common scams that are specifically for [consumers, caregivers, and service providers](#).
- The Federal Trade Commission (FTC) has short videos on [Social Security](#) and [IRS impostor scams](#). FTC’s “[Pass It On](#)” page has resources on many other types of scams and you can [sign up for FTC scam alerts](#) to stay up to date on new threats.

## Report Suspected Abuse

### Mandated Reporting

Reporting suspected occurrences of abuse, neglect, and mistreatment of individuals with developmental disabilities

To report abuse and serious incidents call the QA hotline at **(401) 462-2629**

The Quality Assurance (QA) Unit at BHDDH operates a 24-hour hotline, seven days per week, 365 days per year. Staff respond to reported incidents of abuse, neglect, mistreatment, and financial exploitation.

## For More Information on DD Initiatives

Consent Decree: see <https://bhddh.ri.gov/developmental-disabilities/consent-decree>

Conflict Free Case Management: see the [EOHHS CFCM website](#) or [DD Initiatives-CFCM](#)

RI DSP State Workforce Initiative: see <https://riswi.org/> or [DD Initiatives-SWI](#)

## Sign Up for Our Email List

If you aren't receiving email updates and newsletters from BHDDH, you can [sign up here](#) or on our website. Go to

<https://bhddh.ri.gov/developmentaldisabilities/events/newsandupdates/> to sign up or to see past quarterly newsletters and issues of DD News.

> SIGN UP FOR THE BHDDH NEWSLETTER

## Contacting DD Staff

See the full Division Contact List attached to this newsletter.

Monday-Friday  
8:30 AM - 4:00 PM  
call **(401) 462-3421**

Para español, llame **(401) 462-3014**

Send general questions to the AskDD email address.  
[BHDDH.AskDD@bhddh.ri.gov](mailto:BHDDH.AskDD@bhddh.ri.gov)

Please do not email critical issues.

## BH Link is Here for You



BH Link's mission is to ensure all Rhode Islanders experiencing mental health and substance use crises receive the appropriate services they need as quickly as possible in an environment that supports their recovery. Visit the BH Link website at [www.bhlink.org](http://www.bhlink.org).

If under 18 CALL: **(855) KID (543)-LINK(5465)**

VISIT the 24-HOUR/7-DAY Triage Center at:  
**975 Waterman Avenue, East Providence, RI**

Call **911** if there is a risk of immediate danger.

If you or someone you know needs support now, call or text **988** or chat [988lifeline.org](http://988lifeline.org)



## Division of Developmental Disabilities - All Staff Contacts

**Main Phone #:** (401) 462-3421    **TDD:** (401) 462-3226    **Website:** <https://bhddh.ri.gov/>  
**Fax:** (401) 462-2775    **Spanish Line:** (401) 462-3014    **BH Link:** (401) 414-5465

**To report abuse/neglect:**  
**(401) 462-2629**

Name		Title	Phone	Email
Kevin	Savage	Director	462-0581	<a href="mailto:Kevin.Savage@bhddh.ri.gov">Kevin.Savage@bhddh.ri.gov</a>
Heather	Mincey	Assistant Director	462-1218	<a href="mailto:Heather.Mincey@bhddh.ri.gov">Heather.Mincey@bhddh.ri.gov</a>
Christine	Botts	Deputy Administrator	462-2766	<a href="mailto:Christine.Botts@bhddh.ri.gov">Christine.Botts@bhddh.ri.gov</a>
Jackie	Camilloni	Coordinator, Self Direction	462-6608	<a href="mailto:Jackie.Camilloni@bhddh.ri.gov">Jackie.Camilloni@bhddh.ri.gov</a>
Brenda	DuHamel	Associate Director, Admin Services	462-3010	<a href="mailto:Brenda.DuHamel@bhddh.ri.gov">Brenda.DuHamel@bhddh.ri.gov</a>
Cindy	Fusco	Interdepartmental Project Manager	462-6689	<a href="mailto:Cynthia.Fusco@bhddh.ri.gov">Cynthia.Fusco@bhddh.ri.gov</a>
Melissa	Greenlief	Administrator, Community Services	462-2459	<a href="mailto:Melissa.Greenlief@bhddh.ri.gov">Melissa.Greenlief@bhddh.ri.gov</a>
Susan	Hayward	Administrator, Youth in Transition	462-2519	<a href="mailto:Susan.Hayward@bhddh.ri.gov">Susan.Hayward@bhddh.ri.gov</a>
Anne	LeClerc	Associate Director, Program Performance	462-0192	<a href="mailto:Anne.LeClerc@bhddh.ri.gov">Anne.LeClerc@bhddh.ri.gov</a>
Tracy	Levesque	Associate Director, Clinical	462-0209	<a href="mailto:Tracy.Levesque@bhddh.ri.gov">Tracy.Levesque@bhddh.ri.gov</a>
Gerard (Jay)	MacKay	Associate Administrator, Employment	462-5279	<a href="mailto:Gerard.Mackay@bhddh.ri.gov">Gerard.Mackay@bhddh.ri.gov</a>
Erin	Perron	Associate Director, RICLAS	462-2180	<a href="mailto:Erin.Perron@bhddh.ri.gov">Erin.Perron@bhddh.ri.gov</a>
Kelly	Petersen	Chief of Training & Staff Development	462-6592	<a href="mailto:Kelly.Petersen@bhddh.ri.gov">Kelly.Petersen@bhddh.ri.gov</a>
Jacqueline	Reilly	Programming Services Officer	462-0126	<a href="mailto:Jacqueline.Reilly@bhddh.ri.gov">Jacqueline.Reilly@bhddh.ri.gov</a>
Steven	Seay	Coordinator, Integrated Community Svcs	462-6609	<a href="mailto:Steven.Seay@bhddh.ri.gov">Steven.Seay@bhddh.ri.gov</a>
Elyvs	Ruiz	Administrator III, Employment	462-3857	<a href="mailto:Elyvs.Ruiz@bhddh.ri.gov">Elyvs.Ruiz@bhddh.ri.gov</a>
Johanna	Mercado	Coordinator, Communications	462-6646	<a href="mailto:Johanna.Mercado@bhddh.ri.gov">Johanna.Mercado@bhddh.ri.gov</a>
Amethys	Nieves	Associate Admin, Communications	462-6629	<a href="mailto:Amethys.Nieves@bhddh.ri.gov">Amethys.Nieves@bhddh.ri.gov</a>
Peter	Joly	Principal Training Specialist	462-6638	<a href="mailto:Peter.Joly@bhddh.ri.gov">Peter.Joly@bhddh.ri.gov</a>
Robin	Gannon	Clinical Training Specialist	462-6691	<a href="mailto:Robin.Gannon@bhddh.ri.gov">Robin.Gannon@bhddh.ri.gov</a>
Natalie	Munoz	Chief Implementation Aide	462-3016	<a href="mailto:Natalie.Munoz@bhddh.ri.gov">Natalie.Munoz@bhddh.ri.gov</a>

### CASE MANAGEMENT UNITS

Marguerite	Belisle	Casework Supervisor II	462-0714	<a href="mailto:Marguerite.Belisle@bhddh.ri.gov">Marguerite.Belisle@bhddh.ri.gov</a>
Amie	Adams	Social Caseworker II	462-2480	<a href="mailto:Amie.Adams@bhddh.ri.gov">Amie.Adams@bhddh.ri.gov</a>
Suzanne	Porter	Social Caseworker II	462-1972	<a href="mailto:Suzanne.Porter@bhddh.ri.gov">Suzanne.Porter@bhddh.ri.gov</a>
Heather	Soares	Social Caseworker II	462-6097	<a href="mailto:Heather.Soares@bhddh.ri.gov">Heather.Soares@bhddh.ri.gov</a>
GinaMarie	Debartolo	Social Caseworker II	462-3402	<a href="mailto:GinaMarie.Debartolo@bhddh.ri.gov">GinaMarie.Debartolo@bhddh.ri.gov</a>
Amber	Matson	Social Caseworker II	462-1555	<a href="mailto:Amber.Matson@bhddh.ri.gov">Amber.Matson@bhddh.ri.gov</a>
Janice	Bijesse	Casework Supervisor II	462-4290	<a href="mailto:Janice.Bijesse@bhddh.ri.gov">Janice.Bijesse@bhddh.ri.gov</a>
Mary	Cameron	Social Caseworker II	462-1307	<a href="mailto:Mary.Cameron@bhddh.ri.gov">Mary.Cameron@bhddh.ri.gov</a>
Lauree	Champagne	Social Caseworker II	462-2728	<a href="mailto:Lauree.Champagne@bhddh.ri.gov">Lauree.Champagne@bhddh.ri.gov</a>
Megan	Gilbert	Social Caseworker II	462-2524	<a href="mailto:Megan.Gilbert@bhddh.ri.gov">Megan.Gilbert@bhddh.ri.gov</a>
Dayna	Hansen	Social Caseworker II	462-2505	<a href="mailto:Dayna.Hansen@bhddh.ri.gov">Dayna.Hansen@bhddh.ri.gov</a>
Erin	Simonelli	Social Caseworker II	462-2502	<a href="mailto:Erin.Simonelli@bhddh.ri.gov">Erin.Simonelli@bhddh.ri.gov</a>
Judy	Smith	Social Caseworker II	462-1327	<a href="mailto:Judith.Smith@bhddh.ri.gov">Judith.Smith@bhddh.ri.gov</a>
Mary Beth	Stevens	Casework Supervisor II	462-2438	<a href="mailto:Marybeth.Stevens@bhddh.ri.gov">Marybeth.Stevens@bhddh.ri.gov</a>
Marisa	Abbruzzi	Social Caseworker II (RICLAS)	462-6099	<a href="mailto:Marisa.Abbuzzi@bhddh.ri.gov">Marisa.Abbuzzi@bhddh.ri.gov</a>
Timothy	Cronin	Social Caseworker II	462-1721	<a href="mailto:Timothy.Cronin@bhddh.ri.gov">Timothy.Cronin@bhddh.ri.gov</a>
Jennifer	Gouveia	Social Caseworker II	462-0098	<a href="mailto:Jennifer.Gouveia@bhddh.ri.gov">Jennifer.Gouveia@bhddh.ri.gov</a>
Celestina	Okai	Social Caseworker II (RICLAS)	462-3896	<a href="mailto:Celestina.Okai@bhddh.ri.gov">Celestina.Okai@bhddh.ri.gov</a>
Jill	Murphy	Social Caseworker II	462-2409	<a href="mailto:Jill.Murphy@bhddh.ri.gov">Jill.Murphy@bhddh.ri.gov</a>
Lena	Sousa	Social Caseworker II	462-1834	<a href="mailto:Lena.Sousa@bhddh.ri.gov">Lena.Sousa@bhddh.ri.gov</a>
Joseph	Tevyaw	Social Caseworker II	462-2474	<a href="mailto:Joseph.Tevyaw@bhddh.ri.gov">Joseph.Tevyaw@bhddh.ri.gov</a>
Stacey	Perry	Casework Supervisor II	462-3402	<a href="mailto:Stacey.Perry@bhddh.ri.gov">Stacey.Perry@bhddh.ri.gov</a>
JoAnn	DiMuccio	Social Caseworker II	462-2523	<a href="mailto:JoAnn.DiMuccio@bhddh.ri.gov">JoAnn.DiMuccio@bhddh.ri.gov</a>
Souphalak	Muriel	Social Caseworker II	462-2512	<a href="mailto:Souphalak.Muriel@bhddh.ri.gov">Souphalak.Muriel@bhddh.ri.gov</a>
Yolande	Ramos	Social Caseworker II	462-1059	<a href="mailto:Yolande.Ramos@bhddh.ri.gov">Yolande.Ramos@bhddh.ri.gov</a>
Crystal	Morel	Social Caseworker II	462-1329	<a href="mailto:Crystal.Morel@bhddh.ri.gov">Crystal.Morel@bhddh.ri.gov</a>
Heidy	Henriquez	Social Caseworker II	462-3022	<a href="mailto:Heidy.Henriquez@bhddh.ri.gov">Heidy.Henriquez@bhddh.ri.gov</a>
Katrina	Ferry	Social Caseworker II	462-2529	<a href="mailto:Katrina.Ferry@bhddh.ri.gov">Katrina.Ferry@bhddh.ri.gov</a>

### ELIGIBILITY UNIT

Karen	Lowell	Casework Supervisor II	462-2209	<a href="mailto:Karen.Lowell@bhddh.ri.gov">Karen.Lowell@bhddh.ri.gov</a>
Christine	Harding	Social Caseworker II	462-3233	<a href="mailto:Christine.Harding@bhddh.ri.gov">Christine.Harding@bhddh.ri.gov</a>
Lori	Lombardi, RN	PASRR	462-0089	<a href="mailto:Lori.Lombardiburns@bhddh.ri.gov">Lori.Lombardiburns@bhddh.ri.gov</a>
Kim	Wright	Information Aide	462-2584	<a href="mailto:Kimberly.Wright@bhddh.ri.gov">Kimberly.Wright@bhddh.ri.gov</a>

### SIS UNIT

Donna	Standish	Casework Supervisor II	462-2628	<a href="mailto:Donna.Standish@bhddh.ri.gov">Donna.Standish@bhddh.ri.gov</a>
Wendy	Cormier	Social Caseworker II	462-1302	<a href="mailto:Wendy.Cormier@bhddh.ri.gov">Wendy.Cormier@bhddh.ri.gov</a>
Jamie	Fitzgibbons	Social Caseworker II	462-2510	<a href="mailto:Jamie.Fitzgibbons@bhddh.ri.gov">Jamie.Fitzgibbons@bhddh.ri.gov</a>
Meaghan	Jencks	Social Caseworker II	462-2113	<a href="mailto:Meaghan.Jencks@bhddh.ri.gov">Meaghan.Jencks@bhddh.ri.gov</a>
Kristen	Miga	Social Caseworker II	462-0449	<a href="mailto:Kristen.Miga@bhddh.ri.gov">Kristen.Miga@bhddh.ri.gov</a>
Stephanie	Andreozzi	Implementation Aide	462-1859	<a href="mailto:Stephanie.Andreozzi@bhddh.ri.gov">Stephanie.Andreozzi@bhddh.ri.gov</a>

### TRANSITION UNIT

Susan	Hayward	Administrator, YIT	462-2519	<a href="mailto:Susan.Hayward@bhddh.ri.gov">Susan.Hayward@bhddh.ri.gov</a>
Carolee	Leach	Professional Services Coordinator	462-1723	<a href="mailto:Carolee.Leach@bhddh.ri.gov">Carolee.Leach@bhddh.ri.gov</a>
Laurie	Rossi	Implementation Aide	462-2563	<a href="mailto:Laurie.Rossi@bhddh.ri.gov">Laurie.Rossi@bhddh.ri.gov</a>





# What's New with SIS

There are many changes happening with the DD assessment process right now. This document provides an overview of what to expect over the next few months. There are 3 sections.

- A. Changes to the Assessment Process** - Discusses the additional steps BHDDH is taking to ensure we get all the information we need to understand participants' needs.
- B. When does my tier start after I have a SIS?** Answers one of the most common questions about the SIS. The effective date depends on the type of SIS and whether the tier changes. This section explains the dates and gives examples.
- C. Implementation of the SIS-A 2nd Edition** - Outlines the changes and what will happen until the implementation is complete.

## A. Changes to the Assessment Process

BHDDH knows the assessment process needs to be more in-depth. As a result, BHDDH has started to use a **3-step assessment process**. The new process will let us better learn the strengths and needs of each participant.

1. The first step is to complete the Supports Intensity Scale-Adult Version (SIS-A). BHDDH started using the SIS-A 2<sup>nd</sup> edition August 7, 2023. While there are similarities between the two SIS versions, the SIS-A 2<sup>nd</sup> edition has new questions that need to be added to the scoring process. For more information on the new SIS 2<sup>nd</sup> Edition, please visit the website: <https://www.aaid.org/sis/sis-a/sis-a-2nd-edition>.
2. The second step is to complete another set of questions after the SIS-A, at the same meeting. This set of questions is called the "Additional Needs and Support Questionnaire." The goal of adding the Additional Needs and Support Questionnaire is to find out what a participant needs above and beyond what the SIS-A covers.

Participants will work with a BHDDH SIS social case worker to complete the SIS-A and Additional Needs and Support Questionnaire. The SIS social case worker will help answer any questions the participant and their support people may have when completing the assessments.

3. The last step is an optional meeting called the "Individual Meeting." BHDDH began offering Individual Meetings on September 20, 2023. The goal of this meeting is to build upon the SIS-A and Additional Needs and Support Questionnaire to make sure all support needs have been discussed. The SIS social case worker will meet with the participant and their support people for this meeting. The participant will be asked three more questions, and they will have the chance to share more details about themselves during the meeting. The meeting

will be scheduled one week after the SIS-A and Additional Needs and Support Questionnaire are completed.

## B. When does my tier start after I have a SIS?

**Initial (SIS):** Occurs following determination of eligibility into the adult DD system.

The effective date of the Initial SIS is the date the assessment is fully processed, currently the “Create Date” in the BHDDH electronic case management system (Therap). This means that BHDDH has received the results from the online SIS without any errors.

**Effective Date = Create Date**

**Example:** Jim had an Initial SIS on 7/15/2023. The SIS “Create Date” in Therap is 7/30/2023. The tier effective date is 7/30/2023.

**Regularly Scheduled (SIS):** Occurs once every 5 years after Initial SIS.

### If the Tier Increases:

If the tier has increased, the effective date is the 1<sup>st</sup> of the month following the date the assessment is processed, the “Create Date” in Therap. If there is a change to services because of the new increase, an Individual Service Plan (ISP) amendment and a new Purchase Order (PO) need to be submitted.

**If the Tier increases, Effective Date = First of the month following the Create Date**

**Example:** Donna has a tier B. Donna’s Regularly Scheduled SIS was done 9/1/2023. Her tier changed to a tier C. The “Create Date” is 9/15/2023. The new tier becomes effective 10/1/2023.

### If the Tier Decreases:

If the tier has decreased, the effective date is the 1st of the month following 90 days after the date the assessment is processed, the “Create Date” in Therap. The three-month period is to allow for modifications to services and the ISP, if needed, and submission of an ISP amendment and new PO before funding is decreased. The effective date will be the 1st day of the month following that three-month period.

**If the Tier decreases, Effective date = First of the month 90 days after Create Date**

**Example:** Donna had a Regularly Scheduled SIS on 5/1/2023. The tier “Create Date” was 5/15/2023. Donna’s Tier C changed to a Tier B. Donna’s Tier B becomes effective 9/1/2023.

## No Change:

If the tier stays the same, the effective date is the date the assessment is processed, the “Create Date” in Therap.

### **If there is no change in tier, Effective Date = Create Date**

**Example:** Tony had an Regularly Scheduled SIS on 7/15/2023. His tier did not change. The SIS “Create Date” in Therap is 7/30/2023. The tier effective date is 7/30/2023.

**Change in Situation (SIS):** Occurs at the time of a major life change regarding, health, safety, caregiver, or living situation.

## Supplemental Funding Request (S106/S109):

If the Change in Situation SIS is a result of a supplemental funding request (S106/S109), the tier is effective the date the request was received by BHDDH.

### **Supplemental Funding Request (S109) Effective Date = Date of Request**

**Example:** John has a tier B. John filed a supplemental funding request (S109) on 5/1/2023. The S109 committee recommended a Change in Situation SIS which was conducted on 5/25/2023. This resulted in a tier D. The “Create Date” is 6/10/2023. The tier D effective date is 5/1/2023, the date S109 request was received by BHDDH

## Administrative Review:

If the Change in Situation SIS is a result of an administrative review, the tier is effective the date the request for an administrative review was received by BHDDH.

### **Administrative Review Effective Date = Date of Request**

**Example:** John has a tier B. John requested an administrative review on 5/1/2023. The review resulted in a recommendation for a Change in Situation SIS which was conducted on 5/25/2023. This resulted in a tier D. The “Create Date” is 6/10/2023. The tier D effective date is 5/1/2023, the date the request for the administrative review was received by BHDDH.

## **If the Tier Increases:** *(not due to an Administrative Review or S106/S109)*

If the tier increases after a SIS is conducted due to critical need, without a supplemental funding request (S106/S109) or Administrative Review, the effective date of the SIS is the date the assessment is fully processed, currently the “Create Date” in Therap. If there is a change to services because of the new increase, an Individual Service Plan (ISP) amendment and a new Purchase Order (PO) need to be submitted.

### **If the Tier increases, Effective Date = Create Date**

**Example:** Marc has a tier C. He had a Change in Situation SIS on 7/11/2023. The “Create Date” is 7/25/2023. He is now a tier D. The tier D becomes effective 7/25/2023.

### **If the Tier Decreases:**

If the tier has decreased, the effective date is the 1<sup>st</sup> of the month following 90 days after the date the assessment is processed, the “Create Date” in Therap. The three-month period is to allow for modifications to services and the ISP, if needed, and submission of an ISP amendment and new PO before funding is decreased. The effective date will be the 1<sup>st</sup> day of the month following that three-month period.

### **If the Tier decreases, Effective date = First of the month 90 days after Create Date**

**Example:** Donna has a tier C. She had a Change in Situation SIS on 6/15/2023. Donna’s tier resulted in a tier B. Donna’s tier B becomes effective 10/1/2023.

### **No Change:**

If the tier remains the same, the effective date is the date the assessment is processed, the “Create Date” in Therap.

### **If there is no change in tier, Effective Date = Create Date**

**Example:** Tony had a Change in Situation SIS on 7/15/2023. His tier did not change. The SIS “Create Date” in Therap is 7/30/2023. The tier effective date is 7/30/2023.

## **C. Implementation of the SIS-A 2nd Edition**

Since the rollout of the SIS-A 2<sup>nd</sup> edition, BHDDH has been working with an outside contractor to create a new formula to produce tier results. This formula is called an “algorithm”.

BHDDH needs to have 500 new assessments completed with the SIS-A, 2<sup>nd</sup> edition in order to have enough information to develop a new algorithm.

The outside contractor will use the old algorithm to produce the tier results until we have the 500 new assessments done. This means that 500 individuals who receive an assessment with the SIS-A, 2<sup>nd</sup> edition will have their assessment run through both algorithms. The initial assessment run through the old algorithm will be an “interim tier.”



## What happens now?

If you had an assessment with the SIS-A, 2<sup>nd</sup> edition (after August 7, 2023), your tier letter has been delayed. Once you receive your tier letter, it will provide you with the date your interim tier becomes effective. Until you receive your tier letter, the following will apply:

- If you are new to services, you will receive a letter to provide guidance to start services with a provider.
- If you had a Change in Situation SIS, you will receive a letter to provide guidance to ensure your support needs are met during the delay.
- If you had a Regularly Scheduled SIS, you will continue to receive services under your current tier level.

## Q&A

### Why can't we continue to use the old algorithm?

We can't use the old algorithm because it was developed for the SIS-A, not the SIS-A, 2<sup>nd</sup> edition. While they are similar, there are new questions in the 2<sup>nd</sup> edition that need to be included in the new scoring process. For more information on the new SIS, please visit the website <https://www.aaid.org/sis/sis-a/sis-a-2nd-edition>

### If I have an interim tier, does that mean my existing tier could change with the new algorithm?

We do not know yet how the scoring of the SIS-A and the scoring of the SIS-A, 2<sup>nd</sup> edition will differ. The contractor will use the 500 new SIS to evaluate the changes and the impact on tiers.

### What happens if my "interim tier" differs from the new algorithm tier?

The tier generated from the new algorithm will become your tier. This is why we need the 500 new SIS assessments and why the contractor will be evaluating the new algorithm. We want to be sure we have enough information to get the right results.

### Who do I contact if I have more questions?

If you have questions regarding your tier or beginning services, please contact:

Tracy Levesque at 462-0209 or [Tracy.Levesque@bhddh.ri.gov](mailto:Tracy.Levesque@bhddh.ri.gov)

Donna Standish at 462- 2628 or [Donna.Standish@bhddh.ri.gov](mailto:Donna.Standish@bhddh.ri.gov)



## STATE OF RHODE ISLAND

Department of Behavioral Healthcare, Developmental Disabilities and Hospitals

### DIVISION OF DEVELOPMENTAL DISABILITIES

6 Harrington Road  
Cranston, RI 02920-3080

TEL: (401) 462-3421  
FAX: (401) 462-2775

## Roles & Responsibilities Under CFCM: What This Means for DD Services

Rhode Island's new conflict-free case management (CFCM) system is required by Medicaid for participants who get their long-term services and supports (LTSS) at home or in a community setting. Here are the new roles and responsibilities under CFCM:



### DD Participant

- You choose a CFCM and your service providers
- You lead your Individual Support Plan (ISP) meetings
- You get services and supports to reach your goals and be independent
- You ask for changes to your ISP and approve your ISP



### DDD Staff

- Review eligibility applications for DD services
- Meet with you to complete the assessment process
- Review and approve your ISP so you can start services
- Talks to you about CFCM and shares the list of CFCM you can choose from



### CFCM

- Will reach out to you to schedule time to meet with you
- Supports and encourages you to lead your ISP meetings
- Meets with you to help you create, write, and change your ISP
- Helps you access services, supports, and resources to meet your goals
- Checks in to make sure you are enrolled and receiving services



### DD Provider

- Can join you in the assessment process and ISP meetings if you want them to
- Deliver services to you that match your plan
- Support Brokers (SB) help you manage services and staff if you self-direct
- Fiscal Intermediaries (FI) help you with your ISP budget and other finances if you self-direct

Though there are changes with CFCM, one thing stays the same: CFCM and DD Providers are there to help you do what matters most to you. They will work together to make sure you get the services you want and respond to your changing needs.



[\[r20.rs6.net\]](https://r20.rs6.net)

**[REGISTER  
HERE  
\[r20.rs6.net\]](https://r20.rs6.net)**

**Event:** What is SIS-A? An Interview with BHDDH

**Time:** November 28 at 6:00 PM

**Location:** [Zoom \[r20.rs6.net\]](https://r20.rs6.net)

Join us for an exclusive interview with **Donna Standish**, from **Behavioral Healthcare, Developmental Disabilities, and Hospitals (BHDDH)**, as we delve into the Supports Intensity Scale (SIS-A). The SIS-A is a vital tool for individuals and families navigating the complexities of support systems. It helps in understanding the unique support needs of individuals with developmental disabilities. During this webinar, Donna Standish, an expert in the field, will share her insights, experiences, and expertise on SIS-A.

To secure your spot, please [RSVP \[r20.rs6.net\] \[r20.rs6.net\] \[r20.rs6.net\]](https://r20.rs6.net) by **November 27th**. The presentation will be recorded and made available to all registrants after the event concludes. So, whether you can make it or not, we encourage you to register so that you can receive a link to the recording.

This presentation is part of the RIPIN Self-Directed Support Program, designed to empower individuals and families with the knowledge and tools they need. If you have any questions or need assistance, feel free to contact us at [selfdirectedsupport@ripin.org](mailto:selfdirectedsupport@ripin.org).

Looking forward to seeing you at the webinar!

**[SIGN UP TODAY! \[r20.rs6.net\]](https://r20.rs6.net)**



RIPIN is committed to providing universal access to all of our events. Please contact [communicationsteam@ripin.org](mailto:communicationsteam@ripin.org) to request disability accommodations (e.g., sign language interpreters, alternative formats). Advance notice is necessary to arrange for some accessibility needs.



## Employment & Day Activity Survey

Due Friday, November 17, 2023

### With fall comes the 2023 Bi-Annual DD Employment and Day Activity Survey!

If you use Self-Directed Supports funded by the Division of Developmental Disabilities / BHDDH, please take the time to complete the survey recently mailed to your home.

The survey is available in English and Spanish. The survey can be completed quickly online or by paper and returned by mail. You may also call the Sherlock Center to complete the survey by phone.

For some people using Self-Directed Supports, the survey was assigned to your employment or day services provider. Please contact your provider to be sure they have all the information requested in the survey. The provider contact information was included in a letter sent to your home.

**Thank you for your participation!**

### Survey Resources

Survey directions and resources, as well as links to the online survey are available from the Sherlock Center website. Click or scan the QR code below.



[\[w3.ric.edu\]](http://w3.ric.edu)

**Important:** Your participation in the survey will not affect your supports funded by BHDDH. Your information helps BHDDH-DDD and the Consent Decree Court Monitor to understand how individuals are spending their time.

### Survey Help or Questions:

- Crystal Cerullo, [401-456-8915](tel:401-456-8915)
- Vicki Ferrara, [401-456-8092](tel:401-456-8092)
- Delmarie Rivera, [401-456-765](tel:401-456-765) (English/Spanish)
- Sherlock Center Receptionist, [401-456-8072](tel:401-456-8072) or TTY via RI Relay, 711



[www.sherlockcenter.org](http://www.sherlockcenter.org) [\[sherlockcenter.org\]](http://sherlockcenter.org)



[\[facebook.com\]](https://www.facebook.com)



[\[linkedin.com\]](https://www.linkedin.com)



Register today!

# ADVOCACY 101

*Turn your passion into a positive voice for mental health!*

This training is suitable for all and combines the best of **NAMI Smarts for Advocacy** and the **RIPIN Family Voices** grassroots advocacy programs, including tips and tools to help you:

- Understand RI policy making
- Realize the power of your story
  - Contact your legislators
  - Organize others

## The same workshop offered twice!

Click the buttons or visit the links for a full description and to register for the session most convenient for you.

A certificate of completion for 2 hours of advocacy training will be provided to attendees.

### VIRTUAL SESSION

Wednesday, November 15, 11:30am - 1:30 pm  
on Zoom

[CLICK TO REGISTER](#)  
VIRTUAL – November 15

<https://us02web.zoom.us/meeting/register/tZYkf-u-qrDMqGtxRMWUKOD08UQndrEhru7sv>

### IN-PERSON SESSION

Monday, November 6, 2:00 - 4:00 pm  
At RIPIN, 300 Jefferson Blvd., Suite 300  
Warwick, RI

[CLICK TO REGISTER](#)  
IN-PERSON – November 6

<https://www.eventbrite.com/e/advocacy101-co-hosted-by-mhari-ripin-and-nami-tickets-706116612797?aff=oddtcreator>

*Grassroots advocacy is about using your voice to influence policy makers and make a difference. Turn your passion and your lived experience into a positive voice for mental health.*

QUESTIONS? Email to [RIParity@MHARI.org](mailto:RIParity@MHARI.org)



# Free digital skills workshops at the Cranston Senior Center.



**Free and walk-in workshops!**  
(max. capacity 10 participants)

**The Cranston Senior Enrichment Center**  
1070 Cranston St.

**Tuesdays, 9:30 - 11:30 am**  
October 31 to December 12, 2023

**Learn the basics to use the computer and your cell phone:**

<b>Oct 31</b> Internet	<b>Nov 7</b> Video conferencing	<b>Nov 14</b> Cybersecurity
<b>Nov 28</b> Email	<b>Dec 5</b> Mobile devices (Android)	<b>Dec 12</b> Mobile devices (iOS)

**Contact Lina Bravo for more info:**  
[lbravo@provlb.org](mailto:lbravo@provlb.org) or (401) 660-3344 call/text

SUPPORTED BY:



Presented by Cranston Public Library, Providence Public Library, y el Cranston Senior Enrichment Center.