Home and Community-Based Services
Lead Agency Review Corrective Action Plan
Report for: Kittson County
For more information, contact

Minnesota Department of Human Services

Lead Agency Review Team

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http://www.MinnesotaHCBS.info
800-327-3529

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Kittson County response to HCBS Lead Agency Review

In September 2017 the Minnesota Department of Human Services (DHS) conducted a site visit to Kittson County to evaluate its Home and Community-Based Service (HCBS) programs for the Lead Agency Review. This review examines how HCBS waivers are being used to meet the needs of community members, monitors compliance with federal and state requirements and promotes collaboration between lead agencies and DHS.

The review process identified areas of non-compliance, which has required this lead agency to implement changes for remediation. The lead agency’s response must address all corrective actions identified in the report, and may address the recommendations outlined in the report. Reports can be found on the DHS HCBS Lead Agency Review website.

Corrective actions

Corrective actions are issued when it is determined that a pattern of noncompliance exists regarding one or more HCBS program requirements. A corrective action plan must be developed and submitted to DHS, outlining how the lead agency will bring all items into full compliance. The following are areas in which Kittson County will be required to take corrective action.

Table 1: Lead agency response to corrective action(s)

<table>
<thead>
<tr>
<th>Corrective action</th>
<th>Lead agency response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conduct face to face visits in accordance with DD program requirements.</td>
<td>Case managers will schedule visits 30 or more days prior to required date to accommodate any rescheduling needs; Supervisor will monitor visits dates and send reminders as needed.</td>
</tr>
</tbody>
</table>

Recommendations

Recommendations are developed by the Lead Agency Review Team and are intended to prompt improvements in the lead agency’s administration of HCBS programs. The following recommendations could benefit Kittson County and people who receive services.

Table 2: Lead agency response to recommendation(s)

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Lead agency response (Optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continue efforts to establish person centered practices throughout Kittson County, including supporting case managers in person centered systems changes.</td>
<td>No response</td>
</tr>
<tr>
<td>Recommendation</td>
<td>Lead agency response (Optional)</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Effective January 6, 2017 the lead agency must obtain signatures from each waiver provider on all support plans that the individual has agreed to share the plan with.</td>
<td>No response</td>
</tr>
<tr>
<td>Continue working with providers to increase opportunities for individuals to work and live in their communities.</td>
<td>No response</td>
</tr>
<tr>
<td>Enhance practices to support case managers and manage ongoing compliance with program requirements.</td>
<td>No response</td>
</tr>
</tbody>
</table>

**Additional comments**

There are no additional comments.