In April 2016, the Minnesota Department of Human Services (DHS) conducted a site visit to Renville 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.

For accessible formats of this publication or assistance with additional equal access to human services, write to dhs.leadagencyreviewteam@state.mn.us, call 800-327-3529, or use your preferred relay service.
Renville County Human Services Home and Community-Based Services

Corrective Action Plan for the HCBS Lead Agency Review
The Minnesota Department of Human Services conducted a HCBS Lead Agency Review in Renville County in April, 2016.

Corrective action requirements
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 Renville County will be required to take corrective action.

Include details about the person’s services in the support plan. For each service in an individual’s support plan, the following information must be included per MN Statute 256B.0915 and MN Statute 256B.092: service provider name, service type, service frequency and service cost (unit amount, monthly cost, and annual cost). Overall, 64% or 7 of 11 DD cases reviewed did not contain all of the required service information. This information is the minimum required to ensure people are informed about the services they will be receiving.

Renville County’s Response:
From the Waiver Review process Renville County understands the service cost (unit amount, monthly cost and, annual cost were not included in the Individual Service Plan for a majority of people we serve with a Developmental Disability. The Developmental Disability Unit began converting Individual Service Plans to the CSP/CSSP format in September of 2015. All details including the service cost (unit amount, monthly cost, and annual cost) are currently on the DHS CSP/CSSP format. This will ensure all persons are informed regarding the cost of the services they are receiving.

Actions to be taken:
• ISP’s will be converted to the CSP/CSSP at the consumer’s annual meeting or at the time of the MnCHOICES assessment/re-assessment
• Case Plans will be reviewed at least twice a year
• All ISP’s will be converted to the CSP/CSSP format within the next 12 months

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 Renville County and people receiving services.

Continue to increase community-based employment opportunities to ensure people with disabilities have choices for competitive, meaningful and sustained employment. This recommendation is being reissued due to the increasing importance on providing employment opportunities for persons with disabilities to fully engage in their communities. The State’s Olmstead Plan establishes benchmarks for all counties to increase the number of people with disabilities earning income through competitive, integrated employment. Renville County’s benchmark will be moving 3 people per year to community-based employment. Only 7% of
people on CCB programs and 20% of people on DD programs earn more than $250 a month. It is recommended Renville County continue working in the region to strengthen its partnerships with providers interested in developing community-based employment opportunities in order to reduce their reliance on center-based employment.

**Add Critical Content to each individual's support plan to make it more person-centered.**

The support plan is the one document that all people receive, and it should include personalized and detailed information about their plan of care. In accordance with the Person-Centered Thinking training that some of the lead agency case managers have received, people should be asked about their aspirations, where they want to live, what kind of work they want to do, and how they want to spend their free time. Only 6% of case files reviewed contained information about a person’s dreams and aspirations. Fifty percent of case files contained information about a person’s preferred type of work and 65% contained information about a person’s preferred living situation. All of this should be clearly articulated in the support plan and used to establish meaningful and customized goals. The support plan should also state how those goals will be monitored and by whom to ensure providers are helping each person realize those goals and dreams. It is important for Renville County to set expectations for the quality and content of support plans to create consistency across the lead agency. The lead agency should continue to seek out person-centered training for all their staff and work towards becoming a person-centered agency.

**Continue to work with existing waiver providers in your community and neighboring counties to develop service options for people wanting alternatives to foster care.** This may involve a package of services offered by several providers working together with neighboring counties to provide assistive technology, home modifications, independent living skills, chores, nursing, and in-home support services. While 69% of people in the elderly programs live at home, Renville County ranks 87 of 87 counties with 37% of people in the CCB programs living at home and 86 out of 87 counties with 18% of people on the DD program living at home. Many of these individuals are placed outside of the county and its surrounding area. The lead agency needs to be deliberate in developing these services for all levels of need across programs in order to support people living as independently and as close to their home community as possible. This may also free up corporate foster care capacity so it can be re-used to more effectively respond to emerging needs relating to crisis services and services for youth.

**Renville County’s Response:**

Renville County appreciates the recommendations and feedback provided by the waiver review team. We will continue to work with consumers to provide employment opportunities, continue to work on becoming person centered in our practice through training opportunities as well as internal discussions and, explore ways to provide additional levels of service in our area.

Submitted by  
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