In June 2016, the Minnesota Department of Human Services (DHS) conducted a site visit to Chippewa 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.
Continuing Care Administration
Department of Human Services
PO Box 64974
St. Paul MN 55164-0967

RE: Home and Community Based Services review

During our waiver audit that was completed in June 2016, the waiver review team noted that details about the person’s services in the support plan were not included in several files regarding annual cost of services. Overall 14% of the files reviewed did contain all required documentation; however, a corrective action plan was required to address this matter to help bring us into compliance in this area.

With the implementation of MNCHOICES assessments, the provider name, service type, service frequency and service cost (unit amount, monthly cost and annual cost) are included in the Consumer Support Service Plan CSSP which eventually all case files will be converted to over the course of 2017. If a case is not converted to MNCHOICES, we will attach a copy of the service agreement to the support plan which includes the required elements according to MN Statute 256B.0915 and MN Statute 256B.092.

Sincerely,

Lisa Schultz
Special Services Supervisor