

Human Services of Faribault & Martin Counties Corrective Action Requirements

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, Subd.6 and MN Statute 256B.092, Subd. 1b: service provider name, service type, service frequency and service cost (unit amount, monthly cost, and annual cost). Sixty four percent of the DD cases reviewed were missing the required information. Fourteen of twenty-two DD

cases had support plans that did not contain all of the information. This information is the minimum required to ensure people are informed about the services they will be receiving. The Developmental Disabilities Case Managers in Faribault and Martin Counties began using the MN Choices CSP/CSSP in September of 2015.

Actions to be taken:

- CSP's will be updated with the required items at the consumer's annual meeting or at the time of the MN Choices assessment/re-assessment
- Unit meetings in January through December of 2016 will include discussions on case plan requirements and updated information
- Case plans will be reviewed at least twice a year
- Additional training will be identified and implemented as needed
- After September 2016, 100% of consumers will be required to have a MN Choices assessment and a CSP/CSSP completed. The MN Choices CSP/CSSP includes all of the requirements above.
- Guidance will be sought from the Disability Services Division if information is not clear or more direction is needed.

Submitted by: Vickie Savick and Pam Spencer
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