



Minnesota Department of **Human Services**

July 29, 2016

The Honorable Donovan W. Frank
United States District Court
District of Minnesota
724 Federal Building
316 North Robert Street
St. Paul, Minnesota 55101

Re: *Jensen, et al. v. Minnesota Department of Human Services, et al.*
Court File No.: 09-CV-01775 DWF/BRT
New Olmstead Plan Workplans

Dear Judge Frank:

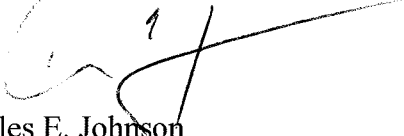
I am pleased to present additional Olmstead Plan workplans, which support key strategies underlying the Olmstead Plan measurable goals that were recently approved by the Court.

On May 31, 2016, an updated Olmstead Plan was submitted to the Court, which incorporated new measurable goals and strategies regarding Assistive Technology and Preventing Abuse and Neglect. The Court approved the updated Olmstead Plan on June 21, 2016. (Doc. 578, at 9-10). As contemplated by the Plan, the Olmstead Implementation Office (OIO) oversaw the development of State agency workplans for key strategies supporting the new goals. (Doc. 571-2, at 111). The enclosed workplans were approved by the Olmstead Subcabinet on July 25, 2016.

These workplans supplement the existing Olmstead Plan workplans that were approved by the Court on November 6, 2015. (Doc. 521). As reflected in the update to the Olmstead Plan dated June 1, 2016, topic areas were added to the Plan for Preventing Abuse and Neglect and for Assistive Technology. Plan modifications were also made to the Person Centered Planning, Transition Services, Employment, and Lifelong Learning and Education topic areas. (Doc. 571-1). The new workplans therefore add additional items in those areas.

Workplans cover a one to two-year time span. They are intended to be flexible blueprints capable of modification when necessary to better accomplish strategies. By developing and then regularly reviewing the agency workplans, the Olmstead Subcabinet, the OIO, and the public will be able to see that work is being done to support the achievement of the measurable goals in the Olmstead Plan.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Johnson', with a long horizontal stroke extending to the right.

Charles E. Johnson
Deputy Commissioner

cc: Magistrate Judge Becky R. Thorson
Shamus O'Meara, Attorney for Plaintiffs
Colleen Wieck, Executive Director for the Governor's Council on Developmental Disabilities
Roberta Opheim, Ombudsman for Mental Health and Developmental Disabilities
Mary Tingerthal, Chair, Olmstead Subcabinet

Olmstead Plan Workplans

for the June 1, 2016 Update

July 29, 2016

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Agency Acronyms

Acronym	Agency
ADM	Department of Administration
DEED	Department of Employment and Economic Development
DHS	Department of Human Services
MDE	Minnesota Department of Education
MDH	Minnesota Department of Health
MN.IT	MN.IT Services
OMHDD	Ombudsman for Mental Health and Developmental Disabilities

Preventing Abuse and Neglect Workplans

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Olmstead Plan Workplan – Preventing Abuse and Neglect

June 1, 2016 Plan Goals (page 98)

Executive Sponsor: Olmstead Implementation Office is convening a workgroup to develop the comprehensive abuse and neglect prevention plan. The Olmstead Subcabinet will name an Executive Sponsor upon approval of the comprehensive plan.

GOAL ONE:

By September 30, 2016, the Olmstead Subcabinet will approve a comprehensive abuse and neglect prevention plan, designed to educate people with disabilities and their families and guardians, all mandated reporters, and the general public on how to identify, report and prevent abuse of people with disabilities, and which includes at least the following elements:

- A comprehensive information and training program on the use of the Minnesota Adult Abuse Reporting Center (MAARC).
- Recommendations regarding the feasibility and estimated cost of a major “Stop Abuse” campaign, including an element for teaching people with disabilities their rights and how to identify if they are being abused.
- Recommendations regarding the feasibility and cost of creating a system for reporting abuse of children which is similar to MAARC.
- Utilizing existing data collected by MDE, DHS, and MDH on maltreatment, complete an analysis by type, type of disability and other demographic factors such as age and gender on at least an annual basis. Based upon this analysis, agencies will develop informational materials for public awareness campaigns and mitigation strategies targeting prevention activities.
- A timetable for the implementation of each element of the abuse prevention plan.
- Recommendations for the development of common definitions and metrics related to maltreatment across state agencies and other mandated reporters.

Annual goals will be established based on the timetable set forth in the abuse prevention plan.

STRATEGIES:

1. Develop educational campaign for mandated reporters and professional caregivers
2. Develop public awareness campaign

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Goal 1- Strategy 1: Develop educational campaign for mandated reporters and professional caregivers

G1-S1	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Launch MN Adult Abuse Reporting Center (MAARC) public awareness campaign. Begin dissemination of postcard, first kiosk card and magnet (print material is targeted to the public, not mandated reporters).	Raise awareness of public and mandated reporters regarding how to report suspected maltreatment of a vulnerable adult.	Launch campaign by June 15, 2016	DHS
B	Conduct statewide videoconference for health care and human services professionals, including mandated reporters, regarding the MAARC and the public awareness campaign. Disseminate information via professional licensing board listservs.	Increase understanding by service professionals, including mandated reporters, of the new process to report and how to help raise public awareness.	Conduct videoconference by June 25, 2016	DHS
C	Review current and planned components of DHS public awareness campaign to promote reporting to the MN Adult Abuse Reporting Center.	Increased understanding of workgroup regarding existing resources and efforts related to public awareness campaign.	Review campaign by August 15, 2016	DHS, MDH, MDE, OMHDD
D	Review DHS workplan activities in the Person Centered Planning Goal related to developing materials for people with disabilities, and a guide for case manager and assessors to use with people when they see them to help them understand their rights and ask questions to learn more if there are indicators of potential abuse/maltreatment.	Increased understanding of workgroup regarding current commitments related to public outreach and education.	Review workplan activities August 15, 2016	DHS, MDH, MDE, OMHDD
E	Ongoing communication and dissemination with key stakeholders including MN Elder Justice Center (MEJC) stakeholder group, people with disabilities, families, advocates, and DHS Adult Protection and Licensing/MDH/Call Center stakeholder group.	Increase understanding by service professionals, including mandated reporters, people with disabilities, families and advocates of the new process to report and how to help raise public awareness.	Communicate with stakeholders Ongoing	DHS, MDH, Call Center contractor, MEJC, external stakeholders
F	Release additional components of the MAARC public awareness campaign at the State Fair and statewide through other venues. Additional materials include: radio spots, social media posts and brochure.	Raise awareness of people with disabilities, families, advocates, the general public, and mandated reporters regarding how to report suspected maltreatment of a vulnerable adult.	Release additional components by August 31, 2016	DHS

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G1-S1	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
G	Release final component of existing MAARC public awareness campaign: 2 minute video (online and DVDs).	Raise awareness of public, people with disabilities, families, advocates, and mandated reporters regarding how to report suspected maltreatment of a vulnerable adult.	Release final component by September 30, 2016	DHS
H	Develop recommendations for the Subcabinet on the feasibility and estimated cost of additional public awareness and education activities to implement a major "Stop Abuse" campaign, including additional elements related to teaching people with disabilities their rights and how to identify if they are being abused.	The Subcabinet will act on the recommendations, identify the necessary resources and direct the agencies to move forward on the project.	Recommendations to Subcabinet by September 30, 2016	DHS, MDH, MDE, OMHDD
I	Develop and submit proposed comprehensive abuse and neglect prevention plan to the Subcabinet for approval.	The Subcabinet will act on the proposed plan, identify the necessary resources and direct the agencies to move forward on the comprehensive plan as adopted. Additional workplan activities will be developed based on the elements of the adopted plan.	Submit plan to Subcabinet by September 30, 2016	DHS, MDH, MDE, OMHDD

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Goal 1- Strategy 2: Develop public awareness campaign

[The following activities may be revised based on the comprehensive plan adopted by the Subcabinet.]

G1-S2	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Agencies will solicit public input on the development of educational campaign on the prevention of abuse and neglect of people with disabilities. Input will be solicited from mandated reporters, professional caregivers, people with disabilities, families, and advocates.	Mandated reporters, professional care givers, people with disabilities, families, advocates, and providers will have the opportunity to advise the agencies on how they believe the campaign(s) should be structured and conducted. Input will be reflected in the structure and content of the campaign	Solicit public comments by December 31, 2016	DHS, MDH, MDE, OMHDD
B	Define key objectives of the educational campaign	Key objectives of the campaign will be identified	Identify objectives by December 31, 2016	DHS, MDH, MDE, OMHDD
C	Identify the target audiences for the educational campaign	Key audiences for the educational campaign will be identified	Identify audience by December 31, 2016	DHS, MDH, MDE, OMHDD
D	Develop the key messages for the educational campaign	Key messages will be identified	Develop key messages by December 31, 2016	DHS, MDH, MDE, OMHDD
E	Design the optimal channels of communication to be used	Educational key messages will reach the target audiences	Design the communications by December 31, 2016	DHS, MDH, MDE, OMHDD
F	Implement campaign	Increased awareness by mandated reporters and professional caregivers on reporting of abuse and neglect Increased awareness by people with disabilities, families, advocates, and the public on what constitutes abuse and neglect and how to report.	Implement campaign by August 31, 2017	DHS, MDH, MDE, OMHDD

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Olmstead Plan Workplan – Preventing Abuse and Neglect

June 1, 2016 Plan Goals (page 98)

Executive Sponsor: Gilbert Acevedo (MDH)
Lead: Stephanie Lenartz (MDH)

GOAL TWO:

By January 31, 2020, the number of emergency room (ER) visits and hospitalizations of vulnerable individuals due to abuse and neglect will decrease by 50% compared to baseline.

STRATEGIES:

1. Use data to identify victims and target prevention
2. Monitor and improve accountability of providers
3. Refine measurable goals

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Goal 2 - Strategy 1: Use data to identify victims and target prevention

G2-S1	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Analyze the data from the Minnesota Hospital Association (MHA) to determine the number of individuals who have been treated at a hospital due to abuse or neglect. Individuals who meet the definition of a vulnerable individual will then be identified based on if their source of admission was from either a licensed facility or a home health agency.	Baseline will be Established: These activities are necessary in order to establish a baseline. The MHA data needs to be analyzed in order to determine the number of individuals who meet the definition of a vulnerable individual.	Establish baseline by January 31, 2017	MDH
B	Once the baseline is established, the data will then be analyzed to determine any existing patterns and geographic areas which reflect a higher incidences of abuse or neglect of vulnerable individuals.	Identification of areas that require targeted prevention efforts: Identifying geographical areas that are higher concentration, or rate, in the number of vulnerable individuals presenting at hospitals for injuries related to abuse and neglect.	Identify areas to target by February 1, 2017	MDH
C	Conduct a public education campaign targeted at providers who serve individuals with disabilities, individuals with disabilities, families, and advocates. Targeted prevention efforts will also be conducted in areas with higher rates of hospitalizations and ER visits due to abuse and neglect of vulnerable individuals.	Targeted providers, individuals with disabilities, families, and advocates will: • Be educated on how to recognize abuse and neglect • Be educated in methods to reduce barriers in reporting suspected maltreatment, and; • Be educated on how to prevent maltreatment in an effort to prevent future abuse and neglect.	Initiate public campaign by July 1, 2017	MDH, DHS, OMHDD

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Goal 2 - Strategy 2: Monitor and improve accountability of providers

G2-S2	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Report quarterly to the Olmstead Subcabinet the number of citations issued to Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF/IID's) that document failure to report abuse, neglect and other maltreatment.	It is expected that the overall number of maltreatment allegations will rise as a result of the education campaign about how to recognize and report suspected maltreatment. However, the number of citations issued to ICF/IID's that document failure to report abuse, neglect, and other maltreatment should decrease as a result of the education campaign about how to recognize and report suspected maltreatment.	Report to Subcabinet beginning January 1, 2017 and quarterly thereafter	MDH
B	Submit quarterly to the Olmstead Subcabinet the number of citations issued to Supervised Living Facilities that document failure to comply with the development of an individualized abuse prevention plan, as required Minnesota Statute 626.557 subd.14 (b).	Over time, the number of citations issued to Supervised Living Facilities documenting failure to comply with the development of an individualized abuse prevention plan should decrease as providers and direct care staff receive additional education about prevention of maltreatment.	Report to Subcabinet beginning January 1, 2017 and quarterly thereafter	MDH
C	Analyze data from increased reporting to identify areas where targeted prevention strategies can be applied to reduce the occurrence of maltreatment to vulnerable individuals.	As a result of an education campaign focused on how to recognize and where to report suspected maltreatment, allegations of maltreatment are expected to rise. Targeted prevention efforts can then be applied in geographical areas or with providers that reflect higher incidences of abuse or neglect of vulnerable individuals.	Identify areas to target beginning January 31, 2018 and annually thereafter	MDH

Goal 2- Strategy 3: Refine measurable goals

G2-S3	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	The MHA data will be reassessed annually to determine the efficacy of the educational efforts.	The number of emergency room visits and hospitalizations of vulnerable individuals due to abuse and neglect will decrease compared to the baseline.	Reassess data beginning January 31, 2018 and annually thereafter	MDH
B	After reassessment of the MHA data and the effects of the educational campaign, the measureable goal will be reviewed on an annual basis.	It is unknown what kind of an impact the education campaign will have on the overall incidence of abuse and neglect of vulnerable individuals. The measureable goal will need to be reassessed annually to determine if the target needs to be revised.	Review annual goals beginning January 31, 2018 and annually thereafter	MDH

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Olmstead Plan Workplan –Preventing Abuse and Neglect

June 1, 2016 Plan Goals (page 98)

Executive Sponsor: Charles E. Johnson (DHS)
Lead: Erin Sullivan Sutton (DHS)

GOAL THREE:

By December 31, 2021, the number of vulnerable adults who experience more than one episode of the same type of abuse or neglect within six months will be reduced by 20% compared to the baseline.

Annual Goals to reduce the number of people who experience more than one episode of the same type of abuse or neglect:

- By December 31, 2017, a baseline will be established. At that time, and on an annual basis, the goals will be reviewed and revised as needed based on the most current data.
- By December 31, 2018, the number of people who experience more than one episode will be reduced by 5% compared to baseline
- By December 31, 2019, the number of people who experience more than one episode will be reduced by 10% compared to baseline
- By December 31, 2020, the number of people who experience more than one episode will be reduced by 15% compared to baseline
- By December 31, 2021, the number of people who experience more than one episode will be reduced by 20% compared to baseline

STRATEGIES:

1. Develop remediation strategies for providers and professional caregivers
2. Engage Quality Councils
3. Refine measurable goals

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Goal 3- Strategy 1: Develop remediation strategies for providers and professional caregivers

G3 - S1	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A.1	Collect data for initial maltreatment reports and complete validation testing of the MAARC data system.	Data for initial maltreatment reports by person will be collected for the 6 month timeframe (July 1 – Dec. 31, 2016). Improved data collection and data integration between state agencies responsible for investigation of MAARC reports of suspected maltreatment.	Begin collecting data by December 31, 2016	DHS, MDH, MN.IT, counties
A.2	Data reports developed and tested on initial and repeat maltreatment and demographic data of suspected victim and perpetrator. Data for repeat maltreatment reports by person will be collected for the 6 month timeframe (Jan. 1 – June 30, 2017).	Develop and test report on initial and report maltreatment reports and demographic data of suspected victim and perpetrator	Develop and test reports by June 30, 2017	DHS, MDH, MN.IT, counties
A.3	Data and reports will be validated. Baseline will be established.	Repeat reports will be compared to the first set of initial reports to determine the number of vulnerable adults who experience repeat maltreatment of the same type.	Establish baseline by December 31, 2017	DHS, MDH, MN.IT, counties
A.4	Develop and test lead investigative agency remediation strategy reports.	Improved data collection and data integration between state agencies responsible for investigation of MAARC reports of suspected maltreatment.	Develop and test reports by December 31, 2017	DHS, MDH, MN.IT, counties
A.5	Review and compile data on remediation strategies by lead investigative agency to identify strategies that may be effective at preventing repeat maltreatment of the same type.	Improved communication between county and state agencies responsible for investigation of suspected maltreatment for the purpose of adult protective services to the vulnerable adult.	Identify remediation strategies by June 30, 2018	DHS, MDH, MN.IT, counties

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G3 - S1	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A.6	Conduct training sessions with lead investigative agencies to share remediation strategies effective at preventing repeat maltreatment.	Improved communication between county and state agencies responsible for investigation of suspected maltreatment for the purpose of adult protective services to the vulnerable adult.	Begin training by December 31, 2018	DHS, MDH, MN.IT, counties
B.1	Complete an inventory of existing communication methods used to inform service providers.	Existing communication venues will be identified.	Complete inventory by June 30, 2018	DHS, MDH, MN.IT, counties
B.2	Develop communication plan to disseminate alerts.		Develop communication plan by June 30, 2018	
B.3	Analyze repeat maltreatment data to identify patterns/trends of abuse and neglect.	Data will be analyzed and patterns/trends will be identified that go beyond repeat maltreatment of the same type.	Identify trends by September 30, 2018	DHS
B.4	Disseminate communication alerts to providers and other key local stakeholders.	Improved communication between county and state agencies responsible for investigation of suspected maltreatment for the purpose of adult protective services to the vulnerable adult.	Begin alerts by December 31, 2018	DHS, OMHDD

Goal 3 - Strategy 2: Engage Quality Councils

G3-S2	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	DHS will work with representatives from the State Quality Council and the newly established regional councils to identify strategies and activities to reduce the risk of abuse and to improve the quality of practice. The proposed workplan activities will be submitted to the Subcabinet for review.	Workplan activities will be submitted to the Subcabinet for review.	Submit workplan to Subcabinet by December 31, 2016	DHS, Regional Quality Councils (RQCs), county level Adult Protection (AP)

Goal 3 - Strategy 3: Refine measurable goals

G3-S3	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Repeat reports will be compared to initial reports to determine the number of vulnerable adults who experience repeat maltreatment of the same type. Measure will be compared to baseline. Analysis will inform determination of whether or not targets need to be revised.	Progress on reducing repeat maltreatment of the same type within six months will be measured. A determination will be made as to whether or not the targets need to be revised.	Review annual goals by December 31, 2018	DHS, MDH, MN.IT, counties

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Olmstead Plan Workplan – Preventing Abuse and Neglect

June 1, 2016 Plan Goals (page 98)

Executive Sponsor: Daron Korte (MDE)

Lead: Robyn Widley (MDE)

GOAL FOUR:

By July 31, 2020, the number of identified schools that have had three or more investigations of alleged maltreatment of a student with a disability within the three preceding years will decrease by 50% compared to baseline. The number of students with a disability who are identified as alleged victims of maltreatment within those schools will also decrease by 50% by July 31, 2020.

STRATEGIES:

1. Develop and utilize school tracking database
2. Continue and expand training for school personnel
3. Improve school accountability for training

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Goal 4- Strategy 1: Develop and utilize school tracking database

G4-S1	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Collaborate with MN.IT and computer programmer to create a report that calculates the number of maltreatment investigations involving a student with a disability within an individual school. Ensure program data is properly transitioned from current maltreatment program database system to new maltreatment web focused database system.	Testing of specified report and data conversion will be completed to ensure appropriate functionality and accuracy of data.	Develop and test report by October 1, 2016	MDE, MN.IT
B	Train program staff on database entry requirements to ensure all necessary information for specified goal is collected and stored in system.	Increase integrity and accuracy of data.	Begin training by October 1, 2016	MDE
C	Generate specified report and analyze necessary data from FY14-FY16 to establish baseline.	Establish baseline data that identifies all schools that have had multiple maltreatment investigations involving a student with a disability within a three year time period. Determine the number of students with a disability who are named as alleged victims of a maltreatment investigation within those schools.	Generate report to use as baseline by October 31, 2016	MDE

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Goal 4- Strategy 2: Continue and expand training for school personnel

G4-S2	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Draft and send a letter to all identified schools to notify them of multiple investigations within their schools and to inform them of the current school year's PBIS training application process and deadlines.	Identified schools will become aware of multiple investigations within schools and will consider applying for schoolwide MDE approved PBIS cohort training opportunities.	Issue letters by November 15, 2016	MDE
B	Target schools from baseline data that have yet to submit application for 2017-2019 PBIS cohort training and send a follow up letter encouraging enrollment and participation in PBIS cohort trainings.	Increase participation in PBIS cohort trainings.	Send follow-up letters by February 28, 2017	MDE
C	Provide ongoing targeted technical assistance and an annual training for school administrators on student maltreatment, mandated reporter requirements, PBIS, Restrictive Procedures, and discipline.	Increase awareness of abuse and neglect in public schools, offer guidance and direction in implementing appropriate behavioral interventions and prevention efforts; decrease use of emergency interventions.	Technical assistance will begin by June 30, 2017 and annually thereafter	MDE
D	Report to the Olmstead subcabinet; - Number of schools identified as having 3 or more investigations of alleged maltreatment of students with a disability as established in baseline data (1c). - Number of identified schools participating/not participating in MDE approved PBIS cohort training; and corresponding number of maltreatment investigations. - Number of students named as alleged victims in a maltreatment investigation within schools identified in baseline data. - Number of students named as alleged victims of maltreatment during and post-PBIS training.	- Schools participating in PBIS cohort training will demonstrate a decreased number of students with a disability as alleged victims of maltreatment. - Schools participating in PBIS cohort trainings will demonstrate a decreased number of alleged maltreatment investigations.	Report to Subcabinet by July 31, 2017 and annually thereafter	MDE

Goal 4- Strategy 3: Improve school accountability for training

G4-S3	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Develop web based system that requires school district personnel submit verification to MDE indicating that all school employees have been trained on child maltreatment mandated reporter requirements.	- Bring awareness of mandated reporting requirements and increase awareness of child abuse and neglect within public schools. - Increase number of school personnel trained on mandated reporting requirements. - Increase schools accountability and compliance with mandated reporting requirements.	Develop web based system by December 31, 2016	MDE, MN.IT
B	Test and implement web based verification system.	Ensure functionality and district accessibility.	Implement system by December 31, 2016	MDE, MN.IT
C	Develop and update web based mandated reporter requirement training and student maltreatment information materials on program website.	School personnel and constituents will have access to current program procedures, legislative authority and mandated reporting requirements.	Post training on MDE website by December 31, 2016	MDE
D	Notify school administrators of verification requirement and alternative training options via program website and superintendent mailings.	Provide guidance and assist schools in establishing approved mandated reporter training options.	Notify school administrators by December 31, 2016	MDE
E	Annually report to Olmstead subcabinet: - Number of districts who fulfilled verification requirement procedures and confirmed mandated reporter training to all district employees. - Number of districts who did not fulfill verification requirements and did not confirm mandated reporter training to all district employees.	Increase school personnel accountability and awareness to report situations of abuse and neglect in the school setting.	Report to Subcabinet by July 31, 2017 and annually thereafter	MDE

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Olmstead Plan Workplan – Person-Centered Planning

June 1, 2016 Plan (page 39)

Goals 1 and 2 - Strategy 1: Broaden the effective use of person-centered planning principles and techniques for people with disabilities

(These activities are additions to the workplans for existing strategies and goals in this topic area)

G1/2-S1	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
E	Develop materials and training to guide professionals who inform people with disabilities about their rights and their individual abuse prevention plans to increase understanding of rights and the effectiveness of planning.	Professionals and people with disabilities will understand their right to be free from abuse and neglect and their right to exercise informed choice. They will be supported in advocating for themselves and professionals will advocate for them to exercise those rights. People will be informed about how to report incidents where their rights have been violated, including abuse and neglect.		DHS, Minnesota State Courts, Working Interdisciplinary Network on Guardianship Stakeholders (WINGS)
E.1	Develop inventory of existing requirements, materials, tools and training		E.1: Complete inventory by December 31, 2016	
E.2	Create process map/prompts for recommended practices to identify opportunities for conversations about risk and choice.		E.2: Complete mapping by December 31, 2016	
E.3	Produce trainings for professionals on individual rights, abuse prevention planning, and skill building.		E.3: Begin training by March 30, 2017	

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Assistive Technology Workplans

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Olmstead Plan Workplan – Person-Centered Planning June 1, 2016 Plan (page 39)

Goals 1 and 2 - Strategy 2: Evaluate the effectiveness of person-centered planning principles and techniques

(These activities are additions to the workplans for existing strategies and goals approved by the Court in this topic area)

G1/2-S2	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
D	Through the MnChoices assessment tool, assess whether assistive technology will be considered as part of an individual's support plan, and at reassessments, monitor access to and effective use of technology.	Assistive Technology will be intentionally considered during assessment and planning for individuals being assessed through MnCHOICES.		DHS
D.1	Incorporate assistive technology related questions into MnCHOICES assessment tool.		D.1: Add questions to MnCHOICES by March 30, 2017	
D.2	Analyze one full year of assistive tech data from MnCHOICES assessments.		D.2: Complete analysis by June 30, 2018	
D.3	Review analysis and make recommendations to DHS leadership.		D.3: Make recommendations by December 30, 2018	

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G1/2-S2	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
E	DHS will work with System of Technology to Achieve Results (STAR) Program and the State Quality Council and its regional councils on strategies to increase awareness of, and monitor effective use of assistive technology as a means to increase quality of life and outcomes for people with disabilities.	The State Quality Council will have an increased awareness of the types and benefits of assistive technology. Assistive technology will be considered in the quality review process.		DHS, ADM
E.1	DHS staff will work with people with disabilities, families and advocates to develop technical assistance/ informational presentations for Person Centered Quality Review work groups of the State Quality Councils.		E.1: Develop technical assistance by June 30, 2017	
E.2	DHS staff will coordinate with STAR program staff to arrange technical assistance/ informational presentations to Person Centered Quality Review work groups of the State Quality Councils.		E.2: Schedule informational meetings by June 30, 2017	
E.3	State Quality Council Work group will develop questions related to assistive technology to utilize in their quality review process.		E.3: Develop questions by December 31, 2017	

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Goals 1 and 2 - Strategy 3 - Incorporate assistive technology assessment into person centered planning processes*(These activities are additions to the workplans for a new strategy for existing goals approved by the Court in this topic area)*

G1/2-S3	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
A	Person centered planning processes will be enhanced through a common process across Department of Human Services, Education, Employment and Economic Development and Administration. This process will increase awareness of Assistive Technology, related services, resources and funding sources.	State agencies will increase awareness of assistive technology, related services, resources and funding sources among their staff and service providers.		DHS, MDE, DEED, ADM
A.1	Department of Administration's STAR Program will convene an assistive technology workgroup of representatives from DHS, MDE, DEED and Department of Admin.		A.1: Convene workgroup by September 30, 2016	
A.2	Develop common process for planning for use of technology.		A.2: Develop processes by September 30, 2017	DHS, MDE, DEED, ADM
A.3	Evaluate process and make recommendations for revisions to processes.		A.3: Make recommendations by September 30, 2018	DHS, MDE, DEED, ADM

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Olmstead Plan Workplan – Transition Services
June 1, 2016 Plan (page 46)

Goal 4 - Strategy 3: Increase service options for individuals making transitions

(These activities are additions to the workplans for existing strategies and goals approved by the Court in this topic area)

G4-S3	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
C	Provide technical assistance and education about assistive technology to lead agencies and providers and provide examples of innovative uses of assistive technology to support people in make successful transitions to the most integrated settings.	Participants will gain an understanding of a variety of assistive technology products, services, resources (e.g., State's Assistive Technology Act program as well as funding streams. They will also learn how to include assessment for potential value of assistive technology in their practice.		DHS
C.1	Develop an assistive technology track at the DHS Statewide Age and Disability Odyssey conference.	Assessments through Technology for Home will increase use of appropriate assistive technology to support people to live in their own homes.	C.1: Odyssey conference held by June 30, 2017	
C.2	Measure use of Technology For Home assessment and education services including type of activity, number people of impacted and client satisfaction.		C.2: Submit annual report to Subcabinet by March 30, 2017 and annually thereafter	
C.3	Assess the effectiveness of the services and make recommendations for improvements as needed.		C.3: Make recommendations by September 30, 2017 and annually thereafter	DHS

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Olmstead Plan Workplan – Employment

June 1, 2016 Plan (page 56)

Goals 1, 2, and 3 - Strategy 4: Develop additional strategies for increasing competitive, integrated employment among people with disabilities

(These activities are additions to the workplans for existing strategies and goals approved by the Court in this topic area)

G1/2/3 S4	Key Activity	Expected Outcome	Deadline	Other Agency(s) or Partners
C.1	Cross Agency Assistive Technology Workgroup will develop methods for collecting, sharing, and educating on current assistive technology trends and outline in a communication plan.	Information about assistive technology is shared among diverse partners that supports competitive integrated employment.	C.1: Develop communication plan by December 30, 2016	DHS, DEED, MDE, ADM
C.2	Develop and provide a presentation to the Diversity and Inclusion Council about how assistive technology allows access to state resources and can support employment for current and prospective state workers with disabilities.	The Diversity and Inclusion Council will have an increased awareness of how assistive technology can affect change for the State of Minnesota as a model employer.	C.2: Present to Council by February 28, 2017	
D	Review and revise as needed the Site Certification Checklist related to assistive technology in Workforce Centers.	The checklist used for certifying Workforce Centers and their accessibility will be updated to include current assistive technology practices which will improve the usability for all individuals seeking employment assistance.	D: Revise checklist by October 31, 2016	DEED

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Goal 3 - Strategy 6 - Expand effectiveness of Assistive Technology Teams Project

(These activities are additions to the workplans for new strategy and new goal approved by the Court in this topic area)

G3-S6	Key Activity	Expected Outcome	Deadline	Agency(s) or Partners
A	MDE will recruit Assistive Technology (AT) Teams from districts.	There will be a minimum of nine teams per year, distributed between years 1, 2 and 3 teams. AT Teams self-nominate and participate in ongoing professional development and implement a plan for improvement, based on data generated from self-assessment.	Identify teams by October 1, 2016 and annually thereafter	MDE
B	MDE will provide professional development to each participating AT Team, with a specific curriculum delivered to Years 1, 2 and 3 AT Teams. There will be a minimum of quarterly activities each school year.	Participating AT Teams will increase skills and knowledge in provision of assistive technology services to students with IEP, with a specific focus on active consideration.	Begin professional development activities by October 1, 2016 and annually thereafter	MDE
C	MDE will develop documentation protocol for teams to use in documenting outcomes of consideration in the IEP team process.	All team members will have a consistent protocol to use when considering and documenting the outcome of assistive technology for students with IEP.	Develop protocols by October 1, 2016 and annually thereafter	MDE and district teams
D	AT Teams will complete Quality Indicators in Assistive Technology (QIAT) matrices (self-assessment) to determine current status of consideration of assistive technology in their setting.	Each team will have baseline data on consideration of assistive technology which will be reported to MDE. MDE will monitor and track data from participating teams.	Teams complete matrices by October 15, 2016 and annually thereafter	MDE and district teams
E	Each participating AT Team will report to MDE the number of IEPs on which members served, during which active consideration of assistive technology resulted in improved access to assistive technology for the student.	MDE expects that there will be increase in the numbers of IEPs for which active consideration of assistive technology occurs.	Report to MDE by June 1, 2017 and annually thereafter	MDE and district teams

G3-S6	Key Activity	Expected Outcome	Deadline	Agency(s) or Partners
F	MDE will evaluate, monitor and adjust professional development and technical assistance to support teams in outcomes related to active consideration of assistive technology.	MDE will improve outcomes among teams by evaluating their own professional development, revising as needed to ensure they can provide effective professional development and technical assistance to successive AT Teams.	MDE will review and revise professional development by June 1, 2017 and annually thereafter	MDE

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