

IN-ABC

Indiana Association of Behavioral Consultants
www.inabc.org

Through professional advocacy, support and development, IN-ABC promotes effective,
ethical and quality behavioral services.

4/17/09 IN-ABC Meeting Minutes

2009 Board Members Present:

President: Gail Kahl
Director (At Large): CJ Gallihugh
Treasurer: Rob Westcott
Secretary: Sue Bauer

Members present: 33

Call to order

Introductions:

Discussion Old Business: No old business

President's Report: Gail Kahl

Announcements/Updates:

- *OASIS - Suspended pending review of process*

Individuals and/or guardians can appeal allocation.
BC's have to be able to clearly talk about the value of our service for individual consumers. Use tools available to do this such as the Person Centered Description (PCD). BC's are responsible for knowing what % of billable services are provided each month. Go back to chrono's to review how many units of service are used. Is BC under or over budget? It is important to insert ourselves into this process.

Keep an eye on length of individual contracts. New contracts are not necessarily 12 months long. Could be a 3, 6 or 9 month contract. For example, if you go over the 3 month total, you are not going to get paid. Have to be aware of the time span of PA.

Contract issues. If EDS denies claim and it says "PA not on the master' file", a button was not pushed. Contact the insite help desk at insite.helpdesk@fssa.in.gov

- ***Rendering Numbers***

Provider rendering numbers are coming. VERY IMPORTANT!!! Send information to Arnetta Jackson at DRRS. She has to have an original transcript and copy of master's diploma for all BC's. If you do not have the form e-mail Arnetta at arnetta.jackson@fssa.in.gov

- ***Intensive Support Intervention***

New service. Resemblance of ABA programming. At first will only be available to people on DD waivers. There are 3000 people who are DD waiver participants, 534 of those participates are under the age of 18. Gail recommend we survey the membership to see how many people we suspect might be interested in these services. There are 7 waiver providers certified under the old code. Aware of 25 BCBA's in the state currently. It is going to be an expensive service. Don't know what rate is.

Proposed Language

Three tiers (models how ABA services are presently provided in the community)

Direct Support

Master's Level (BC oversight)

Oversight by BCBA / PhD(director)

Estimated 30 hour a week of intensive behavior intervention services. This is only an estimate! The majority of those hours would be from direct support. The master's is a weekly over-site (3-10 hours) a week, the director (once per month or quarterly).

- **IPMG**

Adrienna asked that we become involved in IPMG regional meetings. Gail sent message to Rich Metzger to see if we can become involved.

Treasurer Report: Rob Westcott (see attachment)

Accounting error. Motion to review 2009 Budget and modify Rainy Day fund. We had attrition fees \$7200 from 2008 conference. This won't happen this year.

Recommendation to drop Rainy Day fund from \$5000 to \$1000 in the 2009 budget. We could put this \$ back in fund in Jan/Feb next year with revenue from conference.

Motion made to reduce fund, motion approved.

Secretary Report: Sue Bauer

As of 1/19/09: 107 paid members, 16 agencies, 11 individuals.

As of 4/17/09 182 paid members, 23 individuals, 28 agencies.

2008 stats: 166 total members

2007 stats: 121 total members

Please continue to send completed applications and fees to Sue Bauer.

Liaison Report: Kelly Hartman

- **OASIS:**

Great deal of variability in CM's regarding how they handle budget modifications when allocation is low. Suggest BC's be consistently assertive. Up proactive communication. Put it in writing.

Claims generally only 80-85% of services approved. If we lower our budgets (if we are getting more units than we typically use) more people can get services. Have good data based system. Don't miss annuals.

OASIS is suspended, not the rate setting methodology. Even though it has been suspended, teams are requested to review the allocation and data to see if it is correct.

Problems are being investigated. Did the data collection piece get fouled up? Inappropriate informants? Bad information? Or is it once they put the data into the system, problems with translation to get to the right amount occurred? This is being investigated.

- **House Bill 10-49.**

The Commission of Mental Retardation and Developmental Disabilities. The "R" word taken out of name of commission and will now be named the Commission on Developmental Disabilities.

Try to have a conscious effort to remove this word and used intellectual disability or developmental disability.

ARC of Indiana website. www.arcind.org Go here for Legislative updates.

This is the time to call your legislators, make a connection, talk about your concerns.

- **Potential Medicaid Cuts:**

Mitch Roob sent out in December '08 that the state has the absolute right to cut services for all medicaid services 5% after July 1st.

Put a rainy day fund aside. Get efficient in service delivery. When they cut 5% there will be agencies that drop off the map within weeks. Prepare for that.

Potentially 7/1, rate would be automatically cut 5%.

E-mail was sent out on 4/17/09 that states "FSSA withdraws its intent to reduce Medicaid Rates by 5%."

- **Liasion AGENDA Topics**

Allocations

DD Waiver renewal

Budget
House-mate matching process and sharing staff
Care select/Modernization

- **Day service billing concerns (double dipping):**

There are formal responses to concerns where CM stated that BMAN and day services couldn't bill at the same time and it would mess with their ratio's. CMS stated that there are a number of services that can be simultaneously. You can bill separate services together. A memo will be coming out.

Committee Reports:

Ethics Committee:

Fritz Kruggel
Rob Westcott
Mari Shawcroft
Kathy Koning

No current complaints

Will try to have a meeting prior to the next association meeting to come up with topics to discuss since there are very few ethics complaints. Would like a committee member from the northern part of the state.

Professional Credentialing Committee:

Kim Adkins
Sherry Doane
Matt Furzland
CJ Gallihugh
Jim Sanders

2 new RBC's. Steve O'dore and Daniel Baker

64 RBC's in total.

Professional Development Committee:

Kelly Howard
Michelle Webster
Sue Bauer
Jamie Florez

Conference is October 29-30, 2009.

Hotel (Hilton North on Shadeland)

(317)849-6668 Will need to call to make reservations, can do this now.

Contract has been signed.

\$79 a night. September 28th rate cut off. Rates good for 10/28 and 10/29.

BOOK YOUR ROOMS!!!

60 rooms blocked out but we will get all we need at that rate.

The Hilton is going to waive \$10 internet access fee.

Jamie put together a call for papers to universities in Indiana and surrounding states.

Right now no repeats planned....Request to have the neurologist, Dr. Samantha Backhouse back.

Conference format, similar as last year. Will start at 8:30 am.

Feedback, we want to guide topics speakers cover. We want more input on what we want talked about.

Last year questions regarding awards. Gail sent out nomination information to all members. Each company could submit someone. Those submissions were sent to a neutral party (NAMI chapter in Indiana).

Michelle Webster will send this out this year. When you receive the e-mail you can nominate someone.

Risk Management: Steve O'Dore:

Steve O'dore
Jim Wilkes
Dennis Olvera
Mary Shawcroft
Sandra Miler-Givens

Met three times

Common concern regarding risk areas, physical interventions, various policies, various models throughout the state.

Survey was distributed and completed at 4/17/09 meeting to gather information regarding current interventions, policies, etc.

Still in the area of collecting information and finding out what association would like to hear discussed.

Sandra...the state is in a process of reconfiguring their risk management committee. Peoples names that they seem come through frequently. Sandra suggested that we be on the state risk management committee. E-mail sent to Adrienne to request, she responded her concern was how we get around HIPPA.

CE's two types

Catagory 1 credit according to psychology rules

Catagory 2 attendance at trainings on the BDDS list. There is no list.

How do we know know if it is an approved training. Just have your certificates in your file.

Sub Committees:

Rate Setting: Kelly Hartman (no updates)

Quality Outcomes: Gail Kahl (no updates)

Self-Advocates: Gail Kahl (no updates)

LUNCH BREAK

Round Table Discussion

BQIS

Q1: Surveyors/consistency in surveyors

A: Discussed with surveyors regarding the need for consistency and the “gotcha” approach. Have to do the reviews but want to make sure information given is useful so people feel like they got something out of the surveys. There will be different styles but strive for consistency. Contact Joe Breen or Becky Selig with any concerns.

Becky.Selig@fssa.in.gov or Joe.Breen@fssa.in.gov

Scheduling- Process is for the surveyor to contact CM to talk with them about setting up a date for the survey. The surveyor has CCB with agencies listed, doesn't ID specific people. We expect for the surveyor to make contact with each individual provider. Three to four weeks advance notice. Not unannounced.

Findings sent to team, CM in charge of pulling team together to develop correction plan.

E-mail with a link for survey results. We will be able to review findings report and put corrective action plan in system. CM has read access only. All providers will be able to see each other's corrective actions plans. Everyone has the same information.

Security for this? Who has access? This has to be worked out.

Q2: Compliant/grievance procedure

A2: Not a formal procedure. Contact Becky or Peter Bisbecos if there is a problem.

Q3: Transition process. Old process to new process:

A3: You'll finish any tool you start with.

Q4: Residential provider/Transition plan. Residential provider is only provider that gets to complete CAP's.

A4: More to do with residential piece. Residential provider should go back to team and inform the team of any issues. Hold just residential provider accountable for transitions. "Did everything travel with person to new location". Transitions from nursing facility to supported living.

Q5: What happens after BQIS receives incident reports.

A5: Team in Liberty office (Ft. Wayne) 3500-4000 incidents per month. Someone looks at each one. Service coordinators follow up with those that have been labeled as needing immediate attention ("sentinel event"). If there is documentation in the system that the two-way communication took place and steps were taken than the status is reduced.

Staffing at Liberty Office:

Incident reviewers

Managers

Director of unit

BQIS has been doing training with providers on reportable incidents.

Anyone can report an incident online/even anonymously.

Formal complaints: Hired two state complaint investigators. Complaints can be sent to Becky, Joe, calls, mail, etc.

Respectfully submitted by: Sue Bauer, Secretary

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March 31, 2009

Treasurer Report

Current Balance / Funds as of 3/31/09: \$14,960.04

Membership Revenue for 2009: Total Membership Revenue to date 2009 -- \$9584 for reference Total Membership Revenue 2008 was \$12,264 (including 1296.80 in fees toward 2009), 2007 revenue = \$9450 and 2006 revenue = \$6782

Current Balance / Funds as of 12/31/08: An accounting error was committed by the treasurer during fourth quarter 2008. Two incorrect Excel spreadsheet formulas were entered – one of the formulas resulted in a single \$4475 deposit being accounted for two times. As a result, in January 2009, a balance of \$12,469 was reported to the membership. However, the actual balance was \$8294.

Given the size of the error, the treasurer suggests that the association review the previously approved 2009 budget. The treasurer also suggests that the below points be considered during discussion:

1) adjusting the Rainy Day / Liaison Bank from \$5000 to \$1000 (this will bring the budget back into line while still maintaining the Rainy Day account), and

2) if this year's conference attendance is consistent with 2008, it is entirely likely that post-conference, the Rainy Day figure of \$1000 could perhaps be increased given that Kelly Howard has been able to negotiate with the conference site to waive all hotel room Attrition Fees -- these fees for the 2008 conference totaled around \$7200 - this is a cost that will not occur in 2009.

2009 currently approved budget categories follow:

Liability Insurance	300
INABC Liaison Stipend	10,000
Rainy Day Fund	5,000
Office Expenses	750
Web Space Fees	75
WebMaster Stipend	500
Health Professions Bureau	100
Misc. Contributions	1,500
Conference Expenses	3,000
Misc.	<u>250</u>

2009 Approved Budget \$21,475

(for reference -- 2008 Conference Revenue: \$25,324 ... 2008 Conference Expenses: \$28,100)