



HCBS Report Card Stakeholder Update

Date: Monday June 2nd, 2014

From: Krista Boston, Director – Consumer Choices Team and Megan Sheppard – HCBS Project Lead
(Megan is joining the project until the final lead position is hired.)

Weekly Update Email Blast:

****Please note that as of Friday 05/30/14, the Report Card Project will include the following 3 services:**

- Supportive Employment
- Assisted Living
- Independent Living Skills

The decision internally was to implement PCA into the report card in a later phase due to the changes coming to the PCA service.

Consumer Focus Groups:

1. This month, contractors will begin working directly with consumer focus groups around quality measures which will be a large feature of the HCBS Report Card.
2. Guided discussions, which will guide the consumer focus groups, are in drafting phase for Assisted Living, Independent Living Services, and Supported Employment. These discussion guides should be ready for internal circulation this or early next week.
3. The first few focus groups have been scheduled with self-advocates and disability advocacy groups. Communication is well underway with other providers and nonprofits of these three services to identify additional consumers, caregivers, etc. for focus groups.

Service Provider Research:

1. Contractors are working to solicit expertise from subject matter experts on the three services contained in the first draft of the Report Card. Subject matter experts will provide insight into quality measures; help identify data sources on how to measure quality.
2. A wide variety of reports are being run, drawing from preexisting data in MinnesotaHelp.info, to help identify service features and research provider types for the provider improvement section of the Report Card.
3. Discussions about the best way to evaluate the Report Card will be initiated within the next few weeks with contractors.
4. Contractors are engaging in additional research and phone interviews with national organizations and HCBS field leaders.

Stakeholder Meetings:

1. Conversations have taken place with a variety of internal staff including the Ombudsman for Long Term Care and supported employment seeking internal input on quality measures. Contractors are working to identify and interview subject matter experts in all three initial fields of the Report Card.
2. The external stakeholder retreats/meetings are finalized for June 17th and 18th. June 17th will be held in the metro area at the U of M Continuing Education Center and June 18th will be held in Alexandria Community Technical College (see below). *Notices about how to register will be sent later this week.* There will be a total of four feedback sessions – morning and afternoon. External stakeholders (providers) will be invited to sign up for either the morning or the afternoon. The schedule is as follows:
 - Tuesday June 17th (St Paul MN)
 - i. AM = Assisted Living
 - ii. PM = Independent Living Services + Supported Employment
 - Wednesday June 18th (Alexandria MN)
 - i. AM = Independent Living Services + Supported Employment

ii. Assisted Living

3. A road show is being planned for August allowing for broad input by all interested groups before the final business process and requirements are crafted – more information to come.
4. A video conference is being planned for August 14th – please hold the date if you are unable to attend a road show.
5. Stakeholders will be updated on a regular basis. Please forward this email to others who you think might be interested, and have them email Megan Sheppard (megan.sheppard@state.mn.us). She will put you on the next stakeholder list.

Final locations for provider stakeholder presentations and discussion:

Tuesday, June 17, 2014 in Saint Paul, MN

Two sessions will be held at the Continuing Education and Conference Center at the University of Minnesota, Room 135AC in Saint Paul, MN, including:

1. **8:30 am to Noon:** A session for Assisted Living stakeholders
2. **Or, 1:00 to 4:30 pm:** A session for Independent Living Services and Supportive Employment stakeholders

The Continuing Education and Conference Center is located on the University of Minnesota Saint Paul Campus on 1890 Buford Ave. St. Paul, MN 55108. Please click here for [information on parking and directions](#) to the Continuing Education and Conference Center at the University of Minnesota.

Wednesday, June 18, 2014 in Alexandria, MN

Two sessions will be held at Alexandria Technical and Community College (Room 2015) in Alexandria, MN, including:

1. **8:30 am to Noon:** A session for Independent Living Services and Supportive Employment stakeholders
2. **Or, 1:00 to 4:30 pm:** A session for Assisted Living stakeholders

Alexandria Technical and Community College is located at 1601 Jefferson Street, Alexandria, MN 56308. Please click here for [information on parking and directions](#) to Alexandria Technical & Community College.

