



# AZTAC NOTES

## SEPTEMBER 14, 2011 ICF/MR TASK FORCE

Kathy Deans  
Chief, Division of MR Planning and Accountability

Ms. Deans opened the meeting with an overview of the agenda.

- She mentioned the challenging weather conditions of the last few weeks. As a result of the various storms that caused evacuations, floods, and road closures, the ODP is concerned that the providers may need to review their emergency preparedness plans.
- She reminded ICF/MR providers that home residents cannot be easily moved to a hotel but must be housed in a licensed facility only. She asked that everyone review the ICF/MR regulations, specifically Chapter 6210.73, while making their contingency plans. She reminded the providers that each should have at least two contingency plans—one in case just one home is impacted, and another if there is a regional emergency and all of the providers' facilities are affected. Emergency preparedness training is planned for the future.
- She also asked for feedback on how the attendees liked the meeting venue, and if anyone had a preference between this site and the Mechanicsburg site.

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Orlando Hernandez  
ODP Chief, Division of ICF/DOH

Mr. Hernandez presented the following updates.

- Social Security regulation 1150B, requires notification to the Department of Health and to local law enforcement when a crime is suspected at an ICF/MR home.
- Federal letter 1134, dated July 29, 2011, regarding use of video cameras on the premises of a care facility. Cameras are justified only for security reasons—to prevent theft and trespassing, and to monitor staff, but are under no circumstances to be used as a substitute for sufficient staffing. The facility must cover the entire cost of installing and using the cameras. Informed consent must be obtained from home occupants, and no cameras are to be installed in any private areas of the home—only in the common areas.
- He announced that the computer programs at the DOH are being upgraded, with major changes coming about in December or January. Oracle and the HCSIS program are the ones affected. Changes are supposed to be transparent to the user, but we were informed nonetheless in case any problems surface.
- Marlinda Smith, Ebensburg Center Facility Director, joined Orlando Hernandez to elaborate on the Section 1150B Social Security Act. Everyone should have received the most recent (dated August 12, 2011) CMS report. All are encouraged to read the regulations, and also to train all staff and volunteers regarding the reporting provisions. If any staff person suspects that a crime has been committed at the facility, it must be reported immediately. If serious bodily injury is

present or could result, both local law enforcement and the Department of Health must be notified within two hours. Any other suspicion of crime should be reported within twenty-four hours. These regulations should be posted and all staff should be aware of these provisions. Facilities should check if a person has any prior offenses before hiring, and the facility should not retaliate against anyone who reports what he/she feels is a suspicious crime.

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## LUNCH

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Dr. Jill Morrow  
ODP Medical Director

Dr. Morrow spoke about the Aging Services Curriculum, a training resource to help develop an awareness of dealing with the aging issues of ID individuals. The intent is to provide courses on various topics, provide competency testing, and award completion certificates to those finishing the program. Courses will be offered via webinar beginning in November by accessing the ODP Consulting website.

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Josh Kauffman  
Fiscal Accountability Section

Mr. Kauffman made a few announcements regarding fiscal issues. Assessments have gone out based upon 365 instead of 366 days, resulting in higher rates, which will remain in effect for the time being. Cost reports are due September 30. There are no changes to the forms, and the only change to the instructions is that email addresses now end in pa.gov. If he is hard to reach due to the backup of work, he suggests that we email him with cc: Kathy Deans on any urgent matters.

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Bill Posavic  
Licensing and Risk Management Supervisor

Mr. Posavic reported that an announcement will be made soon regarding ISP's and outside providers.

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Mary Nau, Director  
Community Health Connections

Ms. Nau presented an awareness training featuring audio clips and visuals entitled "We Have Human Rights", designed to have the provider see through the eyes of the ID person.

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Laurie Dutz, ODP announced that the next meeting will be held December 14.

**Special note:** The above notes are prepared to the best of my knowledge and are based upon my own understanding of the discussion at the ICF/MR Task Force meeting. The primary purpose of these notes is to provide you with a summary of the information and discussion, particularly if you or co-workers were unable to attend the meeting. These notes have not been confirmed by the Office of Developmental Programs. Be advised that you should seek additional confirmation if intending to make major decisions that impact your program(s), which are in part, based upon the information contained in these notes. Additionally, the MAH Notes which appear in italics and/or parentheses are my own comments and opinions for your information and thought provocation. MAH Notes do not represent the statements or opinions of anyone speaking in a Task Force meeting.