

Home and Community-Based Services (HCBS) Rules CONCEPT FORM

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| Vendor name | Milestones Adult Development Center |
| Vendor number(s) | 510 Vendor Number HN0356 & 055 Vendor Number PN0716 |
| Primary regional center | North Bay Regional Center |
| Service type(s) | Adult Day Center with medical component |
| Service code(s) | 510 and 055 |
| Number of consumers currently serving and current staff to consumer ratio. | 85 with both a 1 to 2 and 1 to 3 ratio |
| Have you or the organization you work with been a past recipient of HCBS Funding? | No we have not been a recipient of HCBS Funding |
| Please provide a brief description of the service/ setting that includes what a typical day consists of and how services are currently provided; include barriers to compliance with the HCBS rules. | Schedules are generated each morning with the assigned staff to participants and whether they are accessing the community and where they are going and in which vehicle. If they are not in the community they may choose to attend a cooking class, ceramics, sensory motor, computer, games, music activity or arts and crafts. Milestones also offers special events, including holiday parties. |
| Identify which HCBS federal requirements this concept addresses that are currently out of compliance. | Milestones is in compliance partially with some but if not in full compliance the no box was checked. All 5 of the federal requirements are either fully or partially out of compliance. |
| Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes. | To comply, Milestones will take only 1-3 participants to a community site of their choosing, instead of a large group. Milestones will hire more staff to safely get the individual or smaller groups into the community. Two job developers will be hired to fulfill this requirement. 4 job coaches will be hired to assist with CIE or volunteer opportunities. Milestones will purchase SUVs with wheelchair access to get the participants to their choice of community activity/volunteer or paid work choice in an individual or small group transport. Part of Milestones site may be converted into a large art studio (as more participants will be in the community) for the public to access for ceramics and possibly other art classes. Some participants can be part of the art classes with the general public, if they choose. Many participants have the option to control their personal resources as they choose to be responsible for their own money. |

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| | <p>Milestones will be contracting with a marketing firm to revamp the website to include more current information, grievance procedure, survey of current services and suggestions for improvement.</p> <p>Milestones will work with the SCs from NBRC to ensure participants that have been attending Milestones for many years who don't have the documented choices in their IPP, be presented with other choices to ensure they are participating in their choice of program and ensure it is documented in their IPP of the choices they were given if they choose Milestones or not.</p> <p>Training of staff will help ensure that all individual choices are implemented. Hiring staff will help increase time spent on person centered planning so that participants can make more informed choices. Seek trainings to develop more innovative ways to communicate options for participants with communication challenges. Job developers and trained staff will work on finding resources in the community that currently exist for job and volunteer work.</p> <p>Milestones will also develop picture boards of staff on the computer or Ipad so participants can communicate the staff they choose to assist them.</p> <p>Milestones needs to increase the training for all current and new hire staff. The training will focus on individual rights as outlined per Milestones' policies based on the Lanterman Act. Other avenues will be developed to assist individuals who have communication challenges to help understand their rights and for continued interviews on choice. Milestones will need to purchase more computer and I-Pad equipment for assisting with communication methods. Further and continual training of staff to understand and assist individuals with implementation of their choices. There are currently some rooms available at Milestones for privacy but as more individuals access the community, this will increase.</p> |
| <p>Please describe your person-centered approach¹ in the concept development process; how did you involve the individuals for whom you provide services?</p> | <p>Interviews were conducted with participants through their preferred communication method and the interviews were documented.</p> |

¹ A person-centered approach emphasizes what is important to the individual who receives services and focuses on personal preferences, satisfaction, and choice of supports in accessing the full benefits of community living. For more information regarding person-centered practices, please visit www.nasdds.org/resource-library/person-centered-practices.

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| <p>Does the concept address unmet service needs or service disparities? If so, how?</p> | <p>Yes the concept addresses the various barriers to the federal requirements. The need for involving participants in more choice making of individualized community access and CIE. Accessing the community in smaller vehicles for individual choices of participation in place and time. Developing access to employment or volunteer opportunities by hiring job coaches.</p> |
| <p>Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.</p> | <p>431,118 for completion by June 2020. See attached budget and timeline.</p> |
| <p>Total requested amount.</p> | <p>\$</p> |
| <p>What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?</p> | <p>Milestones continues to support legislative efforts from CDSA to advocate for a rate increase. Milestones participated in the rate study and looking for an increase in the current rate to assist with sustaining the value, benefit and success of our project. Milestones will continue to increase partnership with business in the community to assist with fundraising.</p> |