

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

Vendor name	Ukiah Valley Association for Habilitation Enhanced Services
Vendor number(s)	H53638
Primary regional center	Redwood Coast
Service type(s)	Community Integration Program
Service code(s)	055
Number of consumers currently serving and current staff to consumer ratio.	13 1:2 ratio
Have you or the organization you work with been a past recipient of HCBS Funding?	No
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.	Enhanced Services provides support for people with exercise needs directed by a physical therapist and or require other significant physical supports. We provide support for people to access the community, enhance or maintain personal abilities, promote recreational and leisure interests, and develop work skills. People using RAP services work, volunteer and patronize local stores and restaurants.
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	Federal Requirement #1 Unable to access community activities to the same degree as individuals not receiving Medicaid HSBS.
Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.	We would like to purchase a van large enough to hold 4 wheelchairs and 2 passenger seats (one for the driver and one in the middle of the van), add a lift to make the vehicle wheelchair accessible and install a folding changing table and a mechanical lift to move clients safely between their wheelchair and the table. This would enable people using services to do things in the community without having to leave earlier than wanted in order to have their own or another person's incontinence briefs changed. Individuals could go to movies, dances, picnics, museums, for walks in the park, eat at restaurants instead of take-out, or take classes for the entire length of the event. People served would have their toileting needs attended to in a safe, private, timely fashion and be able return to the

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	activity with minimal disruption to their own or others participation.
Please describe your person-centered approach ¹ in the concept development process; how did you involve the individuals for whom you provide services?	People who can communicate verbally often express dissatisfaction when community activities have to be cut short or attended for only a brief period of time. Non-verbal people often indicate by their behavior they are unhappy when they need to leave events that they are enjoying. Others who appear to be fully engaged and having a good time comply by way of resignation. One person said he would like to take the wheel-chair accessible boardwalk and see the tide pools and seals at the state park.
Does the concept address unmet service needs or service disparities? If so, how?	This is a disparity of services resulting from the lack of any public adult changing tables in the Willits and Ukiah area. A mobile unit will increase community integration, employment and volunteer opportunities, expanded recreational choices and decreased stigmatization.
Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.	2019 E-450 Ford Cutaway Van including: Side wheelchair lift, all hardware to secure wheelchair passengers, windows, wiring for rear heating and a/c. See attached quote for full listing- \$79,879.00 Conversion features including: Rear passenger seat, Prism portable ceiling lift, adjustable electric changing bench, rear heating and a/c. See attached quote for full listing- \$37,785.00 California sales tax- \$10,295.00 Occupational/Physical Therapist consultation- \$430.00 Slings- \$686.00 Storage and waste receptacles- \$100.00 California registration fee- \$1,219.00 Miscellaneous supplies (six month supply of wipes, disinfectant wipes, garbage bags, vinyl gloves, under pads)- \$938.00 \$2,500 delivery fee
Total requested amount.	\$ 133,832.00
What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?	We will be able to maintain the vehicle and lifts with our program fees. We have a service agreement with the public bus company and are finalizing another agreement with the local school district.

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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Vendor number(s)	HR0342
Primary regional center	Redwood Coast Regional Center
Service type(s)	Community Integration Program
Service code(s)	055
Number of consumers currently serving and current staff to consumer ratio.	19 1:3
Have you or the organization you work with been a past recipient of HCBS Funding?	No
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.	All services take place in the community. The purpose of L.I.F.E. is to connect individuals served with their community in order for them to earn an income, explore personal interests and take care of everyday business. This includes supporting people to find or keep jobs, attend college classes, shop for personal items, preparing meals, using public transportation and engaging in activities of personal interest. We have had difficulty in getting about half the people served competitive integrated employment. Traditional job development activities have not been successful.
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	Opportunities to work in competitive integrated settings.
Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.	We would like to train staff on how to develop customized employment for people. Two people (director and coordinator) participated in a three day customized employment training last year but the coordinator has since left and we need to train at least four additional staff, (the manager, the new coordinator and 2 direct support professionals). We would like to do this via a certified web-based 12 week ACRE Certificate training program in community employment with a concentration on customized employment offered by Griffin-Hammis Associates. Web based training versus in-person training is less expensive and more accessible and easier to arrange for substitutes as needed. We could use it whenever new staff need training or current staff want to expand their skills. The course is competency focused so students will have field assignments that they can implement during their work day. It is easier to adjust staff schedules for this

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	<p>type of training than trying to find substitutes to send staff to a five day in-person training. Also, staff being trained will create their own cohorts across two services (Bridge and LIFE). This will help facilitate momentum to create a cultural change across the agency benefitting current and future clients. Having staff skilled in helping clients identify their passions, skills and preferences, and skilled in customized employment development practices to personalize the employment relationship between a job candidate and identified business needs of employers, will improve our ability to help all individuals obtain competitive integrated employment.</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>The process of customized employment is completely person-centered. Rather than trying to fit a person into a standard job the process is centered on what a person wants to do and is able to do. We operate from the premise that everyone has the skills they need to be competitively employed. All the people who use services have identified competitive employment as a goal. They have engaged in the individual assessment process to identify their employment strengths, skills and preferences, and some have met with employers for informational interviews to learn about jobs, several have tried a variety of work situations to see what works best for them. Our challenge is to train staff in the skills needed to help clients get the type of job they want.</p>
<p>Does the concept address unmet service needs or service disparities? If so, how?</p>	<p>This addresses the unmet service need of supporting individuals to have competitive integrated employment. It will increase the number of staff who have the skills to help clients achieve this outcome.</p>
<p>Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.</p>	<p>ACRE Online Certificate in Community Employment is provided periodically by Griffin-Hammis Associates. This is the same group we received the three day training from last year. Trainings cost \$515/person for a 12 week course. We will schedule staff when the schedule for 2019 is posted. See attached course description. Course fees: \$515x4 = \$2,060.</p> <p>Substitute time: 6hrs. /week x 4 staff x\$18.12 wages and benefits=\$5,219. The Job Developer's Handbook @ \$41.95 x4 = \$167.80.</p>

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	Laptop computer to take classes, document home visits and informational interviews; \$500.36 + \$100 technician set up time = \$636.25.
Total requested amount.	\$ 8,083.00 for L.I.FE. Services
What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?	This funding will allow us to get enough staff trained in the short term so we can make a difference in employment outcomes in the short term. At the conclusion of funding we can sustain the training as we have staff turnover by using CIE incentive dollars.

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Vendor name	Ukiah Valley Association for Habilitation Bridge Transition Services
Vendor number(s)	H53178
Primary regional center	Redwood Coast
Service type(s)	Community Integration Program
Service code(s)	055
Number of consumers currently serving and current staff to consumer ratio.	20 1:3
Have you or the organization you work with been a past recipient of HCBS Funding?	No
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.	Mayacama Industries Bridge Transition Services has 15 people working in small groups in the community 95%-100% of their workday. Enclaves are located in a hospital, a motel and two retail businesses. Six people are based at a facility and provide intermittent contract mailing, assembly and packaging services work. They also work part-time in the community performing grounds maintenance or janitorial work. The people working in enclaves have regular interactions with non-disabled customers and co-workers. Contact is more limited depending on the location of janitorial or grounds maintenance work. It has been difficult for many people to identify other types of work to pursue because they rely on what choices the provider offers versus what the community offers. Others express reluctance to explore different jobs in unfamiliar places and with people they do not know.
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	Opportunities to work in competitive integrated settings.
Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.	Two people (director and employment specialist) participated in a three day customized employment training last year. We would like to give web-based training to two more staff who do not have direct support responsibilities on a daily basis and one who does. We frequently use on-line training and have found it to be an effective way to

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	<p>train staff particularly if it has a competency component. We are able to adjust staff schedules and provide them with computer access to complete the training and arrange for substitutes as needed. Also, staff being trained will create their own cohorts across two services (Bridge and LIFE). This will help facilitate momentum to create a cultural change across the agency benefitting current and future clients. This training would increase our capacity to help clients complete a self-discovery process, learn more about work options in a variety of environments and increase their confidence to successfully transition to competitive jobs in community integrated settings doing things that they enjoy and find fulfilling.</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>20% of the people who use services have stated that they would like competitive integrated employment. We have documented conversations with them at least twice per year to identify their long term objectives and desires to work in community integrated settings. Some have identified specific job settings they prefer, others specific tasks that they would like to do.</p>
<p>Does the concept address unmet service needs or service disparities? If so, how?</p>	<p>This addresses the unmet service need of supporting individuals to have competitive integrated employment. It will increase the number of staff who have the skills to help clients achieve this outcome.</p>
<p>Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.</p>	<p>ACRE Online Certificate in Community Employment is provided periodically by Griffin-Hammis Associates. This is the same group we received the three day training from last year. See attached course description. We will schedule staff when the schedule for 2019 is posted. Course fees: \$515/person x 4= \$2,060. Substitute time: 6hrs./week x 12 weeks x 4 people x \$19.52/hr. wage and benefits=\$5,622. The Job Developer's Handbook @41.95 x 4 = \$167.80. Laptop computer to take classes, document home visits and informational interviews; \$500.36 + \$100 technician set up time = \$636.25.</p>
<p>Total requested amount.</p>	<p>\$ 8,486 Bridge Services</p>
<p>What is your plan for sustaining the benefits, value, and success of your</p>	<p>We will use the incentives we receive for people who obtain and maintain community integrated employment to fund ongoing training needs due to staff attrition.</p>

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