

Unified Long Term Care Budget: Care Management Sub Committee

MINUTES

DATE **11/8/07** TIME **1:00-4:00** Place: **ODA**

	Name	Name
ATTENDEES	Glenda Collins	Joe Ruby
	Fonda Dawkins	Steve Schnabl
	Diane Dietz	Suzanne Shelpman
	Kim donica	Bev Tatro
	Jennie Harris	Lucretia Vonderheide
	Dawn Kennedy	Larke Recchie
	Brett Kirkpatrick	RoseAnne Lonsway
	Sheri Kiser	Janet Grant
	Diana Kubovcik	Sharon Williams
	Martie McParland	Holly Saelens
	Erin Pettegrew	Judy Patterson, facilitator
ABSENT	Sara Abbott	Gwen Tomey
	Kathleen Anderson	Susan Wallace
	Donna Conley	Mona Zahniser
	Beth Foster	Representative Shannon Jones
	Belle Likover	

Agenda topics

DISCUSSION	<p><u>Welcome and Introductions</u></p> <p>Unified Long Term Care Budget (ULTCB) Care Management sub-committee member introductions made and handouts were distributed (Charge to the Unified Long Term Care Budget Subcommittees and Sub committee Charter).</p> <p>The elements of the charter were reviewed and recommendations made for modifications.</p>
CONCLUSIONS	<p>Members were asked to provide a current email address to facilitate prompt communications.</p> <p>Charter recommendations: -Add standing agenda item to review decisions made by the ULTCB workgroup (Note: These minutes can be accessed on the ODA website: www.goldenbuckeye.com/ultcb.) -Sub-committee meeting minutes: Distribute to committee within 5 business days following each meeting Approve minutes at next meeting Post to the ODA website following the subcommittee approval</p> <p>Charter will be approved at the next subcommittee meeting (11/29/07)</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Roster of subcommittee members, including contact information		11/9/07
Confirm with ULTCB workgroup if teleconferencing is an option for subcommittee members	Judy Patterson	11/29/07
Draft of the Revised charter	Judy Patterson	11/29/07

DISCUSSION	<p><u>Background Information</u></p> <p>Judy Patterson provided a summary of how the ULTCB workgroup was established, the</p>
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composition of the workgroup, and identified the principles the budget is to be based on (see Background section of the Charter document).
 The ULTCB workgroup has determined the budget will be based on a four phase implementation model:

- Phase 1: Individuals who receive NF services and NF-like services.
 This phase includes ODA and ODJFS administered waivers and PACE (Program of All-Inclusive Care for the Elderly).
- Phase 2: Individuals whose long term care needs, including mental health needs are met with the Medicaid state plan.
- Phase 3: Individual whose long term care needs are met through the MR/DD system
- Phase 4: Individuals whose long term care needs are met with funding sources Other than Medicaid.

The ULTCB workgroup established five sub-committees to provide recommendations in the following areas: Front Door (access and linkage), Administration (structure of the budget), Quality Management (integration of community and institutional quality management strategies), Consumer Direction (ensure tenets of consumer direction are preserved), and Care Management (scope of care management/integration across systems). (For more information, see the Charge to the Unified Long Term Care Budget Subcommittees handout.)

The members of the ULTCB workgroup are serving on a sub-committee. The initial meeting of all sub-committees will have been held by 11/9/07.

CONCLUSIONS The plan for how a unified long term care budget can be implemented is due by 6/30/08.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

Responsibilities of the Care Management Subcommittee

The key tasks of this subcommittee were reviewed:

- Define "care management" has it related to unified long term care service system
- Identify who should benefit from care management
- Determine the role of the care manager
- Describe how the care management system for long term care services relates to existing managed care plans.

CONCLUSIONS As the ULTCB workgroup refines the definition of "long term care" and "long term care services", the subcommittee's understanding of and response to the key tasks may be altered.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

What is Care Management as it relates to unified long term care?

The group described the "as is" state of care management from the perspective of the various systems represented by responding to the question "What do you do in your system currently that is care management?"

The shared values that emerged were:

Consumer direction

	<p>Interdisciplinary, holistic approach The shared elements of care management that emerged were:</p> <p>Assessment Service planning, initiation, and monitoring Linkage to community resources across systems as well as to resources within a network Consumer education</p> <p>The challenges associated with care management identified were:</p> <p>Remembering the purpose of care management system is to manage <u>services</u> not the person. Defining the role and scope of responsibility of the care manager Case load sizes Care Management protocols based on the acuity level of the consumer Inconsistent care management practices within a system</p> <p>The group described the characteristics of unified care management as:</p> <p>Consumer focused and directed Educating and equipping consumers to manage their care to the extent they are willing/able. Efficient use of resources within budget constraints Recognizes and incorporates informal caregiver supports Recognizes and supports cultural considerations Appropriate care in the appropriate setting Facilitating across systems to Link consumers to the right service/right model</p>		
CONCLUSIONS	A standard definition of care management is needed to serve as a foundation for completing the key tasks of this subcommittee		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Conduct a literature Review and share resources via email that will help shape the "care management" definition Provide definitions to Judy Patterson	Subcommittee members	11/12/07	
Sub-committee definition of Care Management	Judy Patterson	11/29/07	
DISCUSSION	<p>Next Steps:</p> <p>The plan for how to complete the key tasks and have a final recommendation ready for submission to the ULTCB workgroup by 2/21/09 was formulated.</p>		
CONCLUSIONS	<p>11/29/07 1:00-4:00 Who should benefit from Care Management? What is the Role of the Care Manager?</p> <p>12/19/07 1:00-4:00 How does the care management system for long term services and supports integrate with existing managed care plans Resource needed : "SNP"</p> <p>1/17/08 1:00-4:00 Outstanding Issues Review draft of recommendations</p> <p>1/31/08 1:00-4:00 Place holder Meeting place to be determined</p>		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Determine meeting location	Judy Patterson	11/29/07
Identify "SNP" resource	Janet Grant/ Sharon Williams	11/29/07