

Community Connections Kansas Child Placing Agency Provider Self-Assessment

Section P: Provider Information

[This Section is completed once per provider, separate from the rest of the survey which is completed for each site.]

P1. In Kansas, how many sites (i.e., locations) do you own or operate that receive HCBS Medicaid funding associated with each setting-type?

Note: If you own or operate 0 sites (i.e., locations) associated with a setting-type, please type in "0" in the blank. Please do not leave any blanks empty.

Attendant Care Center: _____

Group Boarding Home: _____

Residential Center: _____

Child Placing Agency: _____

Section A: Site Information

A1. What is the name of the agency filling out the assessment?

A2. Contact Information:

We have preloaded your contact information. If the person completing this site assessment differs, please update the information.

A2.1 First and Last Name _____

A 2.2 Email _____

A3. Please enter the street address of your agency:

A3.1 Street Address: _____

A3.2 Unit/Apt #: _____

A3.3 City/Town: _____

A3.4 Zip Code: _____

Setting Type (pre-filled): Child Placing Agency

A4. Current number of persons-served at agency (children placed) (regardless of funding source): _____

A5. Current number of persons-served (children placed) receiving HCBS Medicaid funding:

A6. Current number of homes-served at agency _____

Section B: Upload Documents for Desk Review

B1. Inspection/Assessment Forms: Providers submit written procedures or blank/de-identified forms that are used to assess various aspects of services.

B2. Policies and Procedures: Providers submit their written policies and procedures on topics (e.g., training, restraints, admission processes, plan of care development). It is important to see newer and updated policies and forms that explicitly address HCBS requirements.

B3. Person-Centered Service Plan: Providers submit their person-centered service planning tool used by HCBS recipients as evidence for the person-centered service planning elements of the Final Rule.

B4. Consumer or Family Handbooks: Providers submit any consumer or family handbooks that share important information with their clients.

B5. Other documents: Providers submit any other documentation that is applicable (e.g., photos, calendars, activity charts, etc).

In the following questions:

As the child-placement agency, you're being asked to answer yes or no as to whether you require certain elements of the Final Rule in the homes within which you place children. You're also asked whether you assess each home for compliance with your agency requirements that are in line with the Final Rule. Finally, you'll be asked to provide documentation for any requirements you have AND how you assess compliance at each home. The requirements need to be those applied across all foster homes in which you place children.

An important element for children receiving HCBS services while in foster care is that they be treated as would other children of similar ages not receiving services. A number of questions ask about issues such as opportunities to participate in preferred activities or have access to certain resources. The standard of "reasonable and prudent parenting" practices should be applied to these questions. In other words, it is not expected that children receiving HCBS services would have more or less opportunity/access than other children or outside of reasonable and prudent parenting practices.

Also, “age appropriate” means “activities or items that are generally accepted as suitable for children of the same chronological age or level of maturity. Age appropriateness is based on the development of cognitive, emotional, physical, and behavioral capacity that is typical for an age or age group.” (Taken from Florida Legislation referenced at <http://www.ncsl.org/research/human-services/reasonable-and-prudent-parenting-legislation.aspx>)

In the following questions, “persons served” refers to the children/youth who receive HCBS services and are placed in foster homes by your agency.

Please answer Yes or No to the following questions and provide documentation when required.

Section C: Integrated Setting and Community Access

C1. Do you place children in foster care homes that are designated to serve only children with disabilities?

- Yes
- No (This answer will require documentation)

Suggested Documentation Types (what you have may vary): Any applicable documentation available. (Reminder: do not include private health information)

Section D: Community Integration

D1. Do you have policies or procedures that ensure that foster homes provide opportunities for persons-served to participate in organized community events, activities and services as appropriate for the child’s age?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of a manual or policy that shows opportunities available, other applicable documents.

D1.1. Do you assess that foster homes provide opportunities for persons-served to participate in organized community events, activities and services?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): *Blank assessment materials or other applicable documents.*

D2. Do you have policies or procedures that ensure that persons-served at the foster homes can attend individual activities and services of their choosing (e.g., shopping, religious services, scheduled appointments, lunch with family and friends) as appropriate for their age?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of a policy document or handbook about: procedures regarding sign up, how persons-served can decide whether to attend activities and services, and/or transportation policy/schedule, OR other applicable documents.

D2.1 Do you assess that persons-served at the foster homes can attend individual activities and services of their choosing (e.g., shopping, religious services, scheduled appointments, lunch with family and friends) as appropriate for their age?

- Yes (This answer will require documentation)
- No

Suggested Documentation (what you have may vary): Blank assessment materials or other applicable documents.

D3. Do you have policies or procedures that ensure that persons-served can have visitors as appropriate for their age?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of: a policy document, organizations policy, manual, or handbook, other applicable documents.

D3.1. Do you assess that persons-served can have visitors as appropriate for their age?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

Section E: Housing Protection and Due Process

E1. Do you have policies, procedures, or a written agreement with the foster homes that offers responsibilities/protections from disruption of placement for persons-served?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank copy of the written agreement, section of a policy document, other applicable documents.

Section F: Living Arrangements

F1. Do you have policies or procedures in place to ensure that persons-served have options for age appropriate privacy?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of a policy document, other applicable documents.

F1.1 Do you assess that persons-served have options for age appropriate privacy?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

F2. Do you have policies or procedures that ensure that the living spaces at the foster homes are arranged in a way that ensures privacy during personal care (e.g., bathing, toilet)?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of a policy document, consumer and family handbook, image of facility layout, other applicable documents.

F2.1 Do you assess that the living spaces at the foster homes are arranged in a way that ensures privacy during personal care?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

F3. Do you have policies or procedures that ensure that the foster homes offer privacy to persons-served while using a telephone, internet, or any other personal communication devices, as appropriate for their age?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of a policy document, section of a family and consumer handbook, other applicable documents.

F3.1. Do you assess that the foster homes offer privacy to persons-served while using a telephone, internet, or any other personal communication devices as appropriate for their age?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

F4. Do you have policies or procedures that ensure that persons served are treated the same as other children residing in the home, as appropriate for their age and ability?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of a policy document, other applicable documents.

F4.1. Do you assess that persons served are treated the same as other children residing in the home as appropriate for their age and ability?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

F5. Do you have policies or procedures that ensure that persons-served at the foster homes have access to all areas of the home as appropriate for their age and to the same degree as others in the home?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Section of a policy document, section of a family and consumer handbook, OR any other applicable documentation.

F5.1. Do you assess that persons-served at the foster homes have access to all areas of the home as appropriate for their age and to the same degree as others in the home?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

Section G: Accessible Environment

G1. Do you have policies or procedures that ensure that the foster homes are physically accessible to persons-served?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): ADA compliance/ licensing OR pictures of grab bars, seats in the bathroom, ramps for wheelchairs, etc., section of facility/program handbook, section of service agreement, other applicable documents.

G1.1. Do you assess that the foster homes are physically accessible to persons-served?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

G2. Do you have policies or procedures that ensure that the foster homes offer accommodations (e.g., grab bars, seats in the bathroom, ramps for wheelchairs, etc.) to persons-served who need support to move about and be self-sufficient within the home?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): ADA compliance/ licensing OR pictures of grab bars, seats in the bathroom, ramps for wheelchairs, etc., section of facility/program handbook, section of service agreement, other applicable documents.

G2.1 Do you assess that the foster homes offer accommodations (e.g., grab bars, seats in the bathroom, ramps for wheelchairs, etc.) to persons-served who need support to move about and be self-sufficient within the home?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

Section H: Other Questions

H1. Do you have written policies, procedures, or requirements regarding restraint and coercion in the foster homes where you place children?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): section of a policy document, other applicable documents.

H1.1 Do you assess compliance with written policies or requirements regarding restraint in each foster home in which you place children?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Blank assessment materials or other applicable documents.

H2. Does your agency have policies or procedures that ensure all children who receive HCBS Waiver services that are placed in your homes have a person-centered service plan (completed by the MCO) that is supported by medical necessity (mental health, safety, etc.,) and reflects their rights being equal to the rights of other children receiving non-HCBS services?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): section of a policy document, other applicable documents.

H2.1 Do you ensure that the families of all children placed in your foster homes receive a copy of the person-centered service plan?

- Yes (This answer will require documentation)
- No

Suggested Documentation Types (what you have may vary): Any applicable documentation.