



Statewide Transition Plan Addendum

Transition Plan for
Group Homes Co-Located on the
Arizona Training Program at Coolidge

December 31, 2015



INTRODUCTION

On October 1, 2015, AHCCCS submitted the Arizona Systemic Assessment and Transition Plan in concert with the submission of the 1115 Wavier renewal application. The assessment outlined the State's current compliance with the Home and Community Based Settings (HCBS) Rules. The submission also included a transition plan for each setting to come into compliance with the HCBS Rules by the end of the five-year transition plan.

As part of the systemic assessment process, AHCCCS conducted a preliminary assessment of the five group homes co-located on the Arizona Training Program at Coolidge (ATPC) – the State's Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF/ID). It was noted that the preliminary assessment determined the setting meets two criteria of the presumption that a setting is institutional in nature. The group homes are co-located on the grounds of the ICF/ID and have the effect of isolating individuals receiving Medicaid long-term services and supports (LTSS) from the broader community of individuals not receiving Medicaid LTSS. A full summary of the ATPC group home assessment is provided on pages 16 and 17 of the [Arizona Systemic Assessment and Transition Plan](#).

Simultaneously to the HCBS Rules assessment process and apart from the HCBS Rules, the Arizona Department of Economic Security, Division of Developmental Disabilities (ADES/DDD) undertook a process to evaluate the overall viability of the ATPC campus including aging campus facilities and infrastructure needs. Subsequent to AHCCCS' submission of the Arizona Systemic Assessment and Transition Plan, ADES/DDD determined the ATPC campus is no longer sustainable due to costs of maintaining the facilities, the difficulty in recruiting staff, and the decline in census. The closure of the ATPC campus will occur in two phases. During the first phase, the five group homes on the campus are projected to close within two to three years. The remainder of the campus will be closed in approximately five years.

Despite the fact the decision to close the five group homes on the ATPC campus was not a direct result of the State's plan to comply with the HCBS Rules, AHCCCS and ADES/DDD are collaborating closely and following the relocation standards for the twenty-one members residing in settings that will not be compliant by the end of the five-year transition period. AHCCCS is submitting this addendum to Arizona's Systemic Assessment and Transition Plan to adhere to the commitment made in the submission to provide a Relocation Transition Plan to CMS by December 31, 2015.

This submission includes a summary of the phases of the transition process, an outline of the ADES/DDD team responsible for implementing, supporting and monitoring the Transition Plan, the Transition Work Plan and related attachments.

TRANSITION PLAN SUMMARY

The following is an outline and summary of the general phases of the transition plan to support twenty-one members living in the five group homes on the ATPC campus to transition into home and community based settings. The transition plan was executed in November 2015 and is projected to be completed in two years (December 2017). The Work Plan is provided as Attachment A complete with detailed action items and milestone dates, both projected and completed dates.

- **Notice** [*November – December 2015*]
ADES/DDD contacted each of the member's guardians individually to verbally provide notice of the closure and set up meetings to initiate transition planning. Guardians were given the option to meet individually with ADES/DDD personnel or in a group with other guardians, family members and members. Furthermore, this process included notification to ATPC staff to discuss employment transitions. The acute healthcare plans for the members were also notified to solicit participation in individual member transition planning processes to ensure the coordination of physical health services and supports.
- **Person Centered Planning** [*December 2015 – November 2016*]
In preparation for executing the planning processes for each member, ADES/DDD will develop member profiles and enter into a contract with the Sonoran University Center of Excellence in Developmental Disabilities (Sonoran UCEDD) to facilitate the person centered planning process. The Sonoran UCEDD is recognized as the state's leading subject matter expert on person centered planning and maintains a cadre of trained facilitators. In addition to the expertise of the Sonoran UCEDD, the ADES/DDD wanted to have the sessions facilitated by a third party that is not part of the member's planning team. Beginning in April 2016 and concluding in September 2016, the person centered planning process will be executed for each member. Individuals who participate in planning meetings will have an opportunity to review the draft of the written plans and provide input prior to approval.
- **Critical Services and Supports** [*November 2016 – December 2017*]
In response to the person centered plan, each member will have an individualized transition plan that includes plans for selecting or developing the living arrangement and the identification and provision of other medically-necessary services to support the member's successful transition to the new setting. Once the setting is selected and/or developed, a pre-placement meeting will be scheduled to plan for the implementation of the transfer checklist (Attachment I). Once the member moves into the new setting, incremental post placement monitoring meetings/visits will be scheduled the by Support Coordinator. At a minimum, the post-placement visits will be conducted every month for the first 90 days (30, 60 and 90th day following placement). Members and guardians may request additional intervals of monitoring and post-placement meetings.

- **Due Process [Ongoing]**

During the person centered planning process, if the member’s guardian requests a placement/service that is determined by ADES/DDD not to be medically necessary or cost effective, a Notice of Action will be issued notifying the guardian of appeal rights. If the guardian formally appeals the decision, the appeals process will be initiated.

TRANSITION COORDINATION AND OVERSIGHT

The ADES/DDD has developed a team of personnel with the primary responsibility for implementing, supporting and monitoring the transition plan. The team members may play both a role in the general oversight and support of the transition process as well as support the individual transition of the members by participating in their person centered planning meetings and/or help to facilitate the setting selection/development process. The Team includes:

- Director of Residential Services (Project Lead)
- Program Administrator
- Network Development Managers
- Support Coordinators
- ATPC Staff (Deputy Program Administrator, Residential Services Manager, Group Home Supervisors and direct care staff)

AHCCCS will continue to monitor the transition process through regular updates/meetings with ADES/DDD.

ATTACHMENTS

The table includes the Transition Work Plan and outlines attachments organized by the phases of the transition plan.

Timeline	
ATPC Transition Work Plan	Attachment A
Notice	
Written Guardian Notice Letter	Attachment B
Frequently Asked Questions	Attachment C
Person Centered Planning	
Group Home Fact Sheet	Attachment D
Group Home Geo Map	Attachment E
Developmental Home Fact Sheet	Attachment F
Developmental Home Geo Map	Attachment G
In Home Supports Fact Sheet	Attachment H
Critical Services and Supports	
Individualized Transition Plan Checklist	Attachment I