

DHS 88 Adult Family Homes - Advisory Committee Meeting

Meeting Minutes

April 5, 2023 at 9:30 AM to 11:30 AM.

1. Welcome and DHS 88 Advisory Committee Check-in

Committee members and DHS staff introduced themselves. Committee member included: Susan Anderson, Michael Pochowski, Holly Pitas, Charlotte Moore, Lisa Davidson, Henry Anderson, Mike Soukup, DHS Staff included: Cheryl Bott, Pat Benesh.

2. Department to Receive Comments From Committee Members Regarding the Initial Draft Rule

Starting at DHS 88.27 through DHS 88.32 the Advisory Committee conducted a line-by-line review of the proposed rule draft.

- The requirements for admission of an individual who is a minor was reviewed. The verbiage was identified as awkward and recommend changes were made to improve readability.
- The requirements regarding admission procedures, resident rights, grievance procedures, house rules and resident protection was reviewed. The Committee recommended when referencing a rule, to include the entire language and instead of just listing the reference. At a minimum the rule could include hyperlinks to the codes referenced.
- The section regarding temporary services plans was edited to include individualized in the section to read, temporary individualized services plans.
- The section regarding advanced directives was change from “inquired if the resident has an advanced directive” to “determine if the resident has an advanced directive”.
- The rule was clarified to address ambiguity regarding involuntary discharge criteria, resident funds held by the facility and assessment and individual service plans.
- Resident rights regarding physical restraints and contacting the physician within 12 hours. The Advisory Committee would like to change to 24 due to the difficulty contacting the physician on occasion.
- The resident rights includes language regarding not imposing a curfew. A discussion was held regarding how a curfew may be established as a way to provide for the resident’s safety.

- Questions were also identified as to whether the Managed Care Organization (MCO) is included in the grievance procedure.

Throughout the meeting Committee members asked questions and requested clarification for several provisions in the draft rule. DQA staff explained the reason why certain requirements were included in the draft. The Committee often provided substitute language for consideration by DHS and the substitute language was frequently accepted at the meeting. On other occasions, comments or recommendations made by the Committee were reviewed by DQA staff after the Advisory Committee Meeting. At the beginning of the next meet, DHS staff would provide draft language for Committee members to consider before moving on to the next section of the draft rule.

3. Scheduling of Additional DHS 88 Advisory Committee Meetings

The next DHS 88 Advisory Committee meeting was scheduled with the Committee for April 12, 2023 at 9:30 AM to 11:30 AM