



The MSC E-VISORY is an electronic publication which provides information on policies, guidance, available programs and services and training opportunities related to MSC. In order to receive an email notification when a new MSC E-Visory is posted, or to view past issues visit the following link: [MSC E-Visory](#)

ISSUE # 20-15

November 23, 2015

Residential Request List

As a Service Coordinator, if you have someone on your caseload who expresses a need for residential placement at some time in the future and would like to be added to the Residential Request List (RRL), formerly called the NYS CARES registry, you and the individual and family need to complete the Developmental Disabilities Profile Four (DDP4) form. The DDP4 form should be completed in CHOICES or with the paper version, depending on the requirements of your OPWDD Regional Office. The service coordinator will need to ensure that on the DDP4, question number fourteen (14) is answered with either a "1" or a "2". Also, the service coordinator needs to inform the individual and/or family that a follow-up telephone call will be made to the individual and or family member as part of OPWDD's Regional Office review of the DDP4. When the telephone follow-up occurs, the individual or family must confirm that there is a need for residential placement.

Certified Residential Opportunity Process

The Certified Residential Opportunity (CRO) Protocol has been implemented to ensure a timely response to individuals who are seeking a residential opportunity. Through the implementation of this protocol, OPWDD Regional Offices in partnership with residential providers review available certified residential opportunities. A Residential Referral Packet must be submitted to the Certified Residential Opportunities Team at the Regional Office prior to the service coordinator or referral source completing the Developmental Disabilities Profile Four (DDP4). The DDP4 form is used by the OPWDD Regional Office to formally document in OPWDD's tracking and billing system (TABS) that the individual has a need for residential placement. The Residential Referral Packet can be found at the following link:

http://www.opwdd.ny.gov/welcome-front-door/H005_ResidentialReferralForm_4-20-15

The entire CRO Protocol is available on the OPWDD web site in *OPWDD's Front Door Procedure Manual Appendices*; Appendix H, Section H001, on p. 61 of the document. The link is:

<http://www.opwdd.ny.gov/welcome-front-door/FD-ManualAppendicesFinal>

Increasing Faith Inclusion Using Cultural Competency and Person Centered Planning

OPWDD will be hosting two upcoming conference titled *Increasing Faith Inclusion Using Cultural Competency and Person Centered Planning*. On December 1, 2015 the conference will be held in Queens and on December 3, 2015 it will be held in Utica. This conference is designed to help individuals, families, and professionals in the field understand how these concepts relate to supporting people to achieve personal outcomes that are meaningful to them. Visit the following link to register for either date:

http://www3.opwdd.ny.gov/wp/wp_catalogz2421a.jsp.

Council on Quality Leadership Personal Outcome Measure Training for MSC's

On December 10, 2015 from 1:00pm–4:00pm, OPWDD and the Council on Quality Leadership (CQL) will be hosting a second Webinar training on Personal Outcome Measures® (POMs). This session is being presented due to the technical difficulties during the October 15, 2015 training.

This training will provide an overview of CQL's POMs, the interview process, and why outcomes are key to delivering quality services. This course will include lecture, video clips of POM interviews, discussion and activities. MSCs can expect to gain knowledge of CQL's POMs; learn strategies to synthesize POMs information into the ISP; learn best practices in developing person-centered, outcome-based goals that fulfill both the person's desire and regulatory requirements; and learn how to utilize POMs as a key component to

monitoring the overall effectiveness of the implementation of the ISP. Registration for this Webinar training is available via the following link:

<https://attendee.gotowebinar.com/register/4203870928780240897>

After registering you will receive a confirmation email containing information about joining the webinar

Proposed Regulations for IPSIDD

On October 13, 2015 a memorandum was issued regarding the proposed regulation for Clinic Treatment Service Locations and Independent Practitioner Services for Individuals with Developmental Disabilities (IPSIDD). OPWDD has filed proposed regulations that eliminate the provision of off-site Article 16 clinic services to individuals with developmental disabilities, effective January 1, 2016. The proposed regulations also clarify existing requirements in Part 679 pertaining to satellite sites where on-site clinic services may be provided.

Please click on the link below to see the memo, text and summary on proposed regulations.

[Clinic Treatment Service Locations and IPSIDD](#)

Public comments:

The deadline for public comment for the proposed regulations is the close of business on Monday, December 7, 2015. Written comments should be addressed to:

OPWDD Regulatory Affairs Unit
44 Holland Avenue
Albany, New York 12229
Tel. (518) 474-7700
FAX (518) 474-7382
E-mail: RAU.unit@opwdd.ny.gov

CHOICES Log-in

Due to security, if you have not signed in with a CHOICES login ID in six months that login ID will be disabled. To re-enable the account, you will have to submit another User ID and System Access Request form. This form can be found by searching OPWDD's website: <http://www.opwdd.ny.gov>. Write in Section 2 of the form that you need the account enabled. There are instructions at the bottom of the form on how to submit it. If you log on to CHOICES, you will see a message notifying you if your account has been disabled.