

**INSIDE  
THIS ISSUE:**

<b>New Staff</b>	<b>2</b>
<b>Region Welcomes Two Supts</b>	<b>2</b>
<b>Dash for DD</b>	<b>2</b>
<b>Support Broker Training</b>	<b>3</b>
<b>Announcements</b>	<b>3</b>
<b>Changes to Provider Compliance Review Process</b>	<b>4</b>
<b>Provider Qualifications for Money Management</b>	<b>4</b>
<b>Notice on Provider Re-certification</b>	<b>5</b>
<b>Advocacy Group Holiday Open House</b>	<b>5</b>

## SOCOG Settles into New Offices

Southern Ohio Council moved up the street in May 2016 to offices located on the second floor of the former National City Bank building. The new location, 27 West Second Street in Chillicothe, meets the need for additional offices and on-site space for training. The building has lots of character as it still features the bank vaults and is furnished with many antiques.

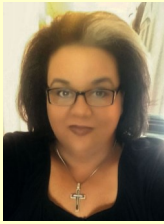
Beginning January 2017, SOCOG board meetings and the monthly and quarterly trainings will be held in the conference room on the second floor. The Self-Advocacy Group still will meet in the Annex of the Main Chillicothe and Ross County Public Library, 140 S. Paint Street, Chillicothe, Ohio, 45601.

When attending training or a meeting, park in the lot between the buildings at 27 and 37 West Second Street on the left side. If the lot is full continue through the lot and cross the alley into the next lot; again park in the spaces on the left. Do not park in reserved spaces. Enter the building at the back by Mr. Sub to access the elevator.



## Welcome

**Kristi Beckett**, SSA Assistant at Scioto CB, comes to SOCOG from Clinton CB where she was employed as a Service and Support Coordinator for more than two years. She previously was an independent provider for eight years. Kristi has a bachelor's degree in social work with a minor in psychology from Wilmington College. She and her husband reside in Lucasville, Ohio.



**Denise Carter-Brooks**, Investigative Agent, joins SOCOG after 16 years as a certified parole officer for the State of Ohio. She also has worked as a correctional program specialist for more than three years and a program facilitator for Hocking County Board of DD for almost two years. She attained a bachelor's in criminal justice from Ohio University-Athens as well as associate's degrees in Human Services and Corrections and Police Science from Hocking College. Denise and her husband reside in Nelsonville, Ohio.



# Region Welcomes Two Superintendents

Adams County Board of DD welcomed **Liz Lafferty** as superintendent upon the retirement of Scott Amen at the end of



*Liz Lafferty, Superintendent, Adams CB*

July 2016. Liz is a graduate of Ohio State University, where she majored in Merchandising and Business. She has worked for Adams County Board of Developmental Disabilities for 23 years providing employment, housing and alternative services for people with disabilities. She recently completed a Master's Degree in Public Administration from Ashford University and has completed the

Superintendent's Development Course. Liz still serves as the CEO for Venture Productions Housing Services, Inc., and currently serves as a board member for The Adams County Regional Medical Foundation, as Chairman of The Adams County Agricultural Society, and as Chairman of the West Union High School Athletic Boosters.

Liz is a life style blogger ([www.thelaffertyloft.com](http://www.thelaffertyloft.com)) and loves to network. She has many interests including boating and camping, golfing, grooming her daughter's horse, baking cakes, hosting parties and raising 4-H animals.

**Pamela Combs** was selected superintendent of Gallia County Board of DD. She replaces Rosalie Durbin who retired in mid-August. Pamela was the provider relations director at Licking County Board of DD. Previously, she was acting deputy director at Franklin County Job and Family Services

where she helped oversee Medicaid services, DD waivers and Help Me Grow contracts. Pamela holds a post-master's certificate in developmental disability studies and



*Pamela Combs, Superintendent, Gallia CB*

community inclusion from Kent State University and a master's in organizational communication from the University of North Texas. She holds a master's of divinity and is an ordained minister. Pamela currently is a doctoral student with St. Thomas University seeking an Ed.D. in Leadership and Management.

## Dash for DD 5K Color Run

Highco Inc., a workshop in Highland County, sponsored Dash for DD 5k Color Run in honor of Developmental Disability Awareness Month and as a fundraiser for Highco Inc. It was held on Saturday, April 16, 2016. There were

five color stations located on the marked course, where volunteers threw colored powder on runners/walkers. SOCOG staff Mary Saunders (left) and Rachel Silvey participated in the event.



## Support Broker Training

SOCOG continues to offer Support Broker Training twice a year. The next scheduled Support Broker training will be held on October 24, 2016 from 9:30 a.m. until 3:30 p.m. For more information or to register for the training, providers should visit the DODD website at [www.dodd.ohio.gov](http://www.dodd.ohio.gov) and click on the training tab to locate the training information, as well as other support broker trainings around the state.

### What is a Support Broker?

A Support Broker is a service with the Self Waiver, which exists to assist an individ-

ual in directing their own services and budget. A Support Broker is considered an agent of the individual, and assists with responsibilities regarding participant direction. A Support Broker's duties include assisting the individual with negotiating rates for independent providers (where applicable), helping the individual to select providers, and assisting with communication/ coordination between the individual, their Service and Support Administrator, and the Financial Management Services entity. A Support Broker is chosen by the individual and may be paid

or unpaid. All persons who wish to serve as a Support Broker, whether paid or unpaid, must successfully complete the Support Broker training established by DODD. All paid Support Brokers must be certified through DODD. In addition, a Support Broker must have at least an Associate Degree or two years of experience providing one-to-one support to someone with developmental disabilities.

Legal guardians, as well as family members who reside with the indi-

vidual, may serve as Support Brokers -- but only on an unpaid basis. The following cannot be a Support Broker: County Boards; County Board employees; SELF waiver providers (and their employees); Contractors/ related entities of SELF waiver providers. Whether paid or unpaid, before becoming a Support Broker, one must apply to become a Support Broker, using the DODD online 'Provider Certification Wizard.'

## Announcements/Acknowledgments

- **Cera**, SSA Assistant/Scioto CB, and **Ryan Wymer** welcomed Dax Elias Wymer; born 9-30-16 and weighing 7 lbs. 10 oz.
- **Mary**, Office Assistant, and **Jim Saunders** are the proud grandparents of Charlie Summer James Cottrill; born 6-18-16 and weighing 3 lbs. 14 oz. She was 8 weeks early.
- **Scioto County Board of DD** has been awarded a 3-year certification from the Commission on accreditation of Rehabilitation Facilities (CARF) for its Community Employment and Transition

to Work programs. This is the maximum accreditation and specifically awards the areas of community employment services, job development and transition services.

- **Kelly Rosler**, Quality Services Supervisor, is enrolled in the OACB Executive Development Program. This program has been developed for professionals seeking positions in middle or upper management in the developmental disability service delivery system as well as those seeking to enhance the delivery of services to individuals

with developmental disabilities. The program is divided into eight two-day units with attendees earning 112 credit hours from DODD. Kelly will complete the curriculum in November and will graduate in December, 2016.

- **Beth Atherton**, formerly an investigator, now is SOCOG's MUI/UI Coordinator at Athens County Board.
- Congratulations to **Mollie King**, has resigned her position as SSA Assistant and accepted an SSA position at Scioto County Board.

### New Waiver Service Definition for Money Management...more on page 4

Services that provide assistance to individuals, who need support managing personal and financial affairs, including training to assist an individual to acquire, retain, or improve related skills. The services meet a continuum of individualized needs

from organizing and keeping track of financial records and health insurance documentation to assisting with bill-paying and maintaining bank records. This does not take the place of services provided by professionals in accounting or social

services fields. Money management complements the work of other professionals by facilitating the completion of the day-to-day tasks rather than determining or executing long-term plans. It includes a broad range of tasks determined necessary in the ISP.

**DID YOU KNOW...**

Providers, immediate family members of providers, employees of providers and immediate family members of employees

- Shall not ask for or accept loans in any amount from an individual the provider or employee serves.
- Shall not sell items to an individual the provider or employee serves unless the transaction is authorized in writing in advance by the team.
- Shall not buy items from an individual the provider or employee serves unless the transaction is authorized in writing in advance by the team.
- Each person responsible for managing an individual's personal funds must be trained in the requirements of ORC 5123:2-2-02 Personal funds of the individual.

**Changes to the Provider Compliance Review Process**

- All notifications to providers will be through the Review Data System (RDS).
- It is essential that providers ensure their contact information is current in the Provider Certification Wizard (PCW), as the RDS pulls contact information from that system for notifications.
- Providers will be required to respond to the notification through the RDS system within 14 days. Instructions are included in the initial 90 day notification email about what providers need to do to respond.
- Initial notification will still be 90 days prior to the date of the review. The review will be scheduled and set no later than 45 days from the date of the review.
- If providers do not respond to the RDS emails, the reviewer will follow up with them via phone, but all formally communication needs to be through RDS. They may be considered non-responsive if they do not use the RDS system.
- All review reports will be completed through the RDS system. If the provider needs to file a plan of correction, this will also be done through the RDS system. The reviewer will no longer be able to take handwritten or verbal plans of corrections from the providers.
- SSAs will still receive an email from the reviewer regarding the review and the individual sample that was picked for each review. This will come directly from the reviewer and not from the RDS system.
- The sample key and list of required documents will be available to the provider through the RDS system. The review tool is available for viewing on the DODD website and will no longer be sent to the provider prior to the review date.
- Individual samples for reviews will be chosen from the providers billing for the past year.
- Agency staff samples will be chosen once on site for the review.
- If the county board has issues found during the review, citations will be issued to the county board after follow-up is completed to ensure that the information needed is not already completed. Citations issued to the county board will not be displayed on the PCW site. Only citations issued to the provider will be visible there. All citations issued to the county board will require a plan of correction to address the issues.

**Provider Qualifications for Money Management**

HCBS waiver providers delivering money management services to individuals must pass a DODD administered competency test or meet degree requirements (effective November 1, 2016). See OAC 5123:2-9-20.

Each person providing money management shall achieve a score of at least 80 percent on the competency test or hold a degree from an accredit-

ed college or university in accounting, business administration, finance or public administration or be authorized by Chapter 4701 of the ORC to use the designation of certified public accountant. DODD is offering Money Management training via webinars with competency tests to follow.

Multiple dates are available and topics include:

- Who can be a Money Management Provider
- What Money Managers Need to Know
- How a Money Manager Can Help Manage Personal Finances and Budgets

To register for trainings, go to <http://dodd.ohio.gov>. Click on TRAINING.

## Notice from DODD Concerning Provider Re-Certification

**Review carefully this notice from the Ohio Department of DD regarding provider certification.**

To ensure that your provider certification is approved before the expiration date, it is recommended that **all providers submit renewal applications at least 90 days in advance of the certification date! BCI checks also should be requested at least 90 days prior to your certification date.**

In response to concerns from individuals/families, providers, and county boards regarding the impact of lapsed certifications on service delivery, DODD has developed the process below. Please note, a certification span may **ONLY be extended** when submitted in accordance with the time frames specified below!

Certification spans may only be extended for providers who submit renewal ap-

plications and have requested a report from BCI at least 45 days in advance of their expiration date.

If a reviewer requests additional documentation upon review and the applicant's certification may expire before the review is completed, the reviewer may extend the certification span upon request of the applicant.

**Example:** A provider certification expires 10/1/16. The renewal application is submitted on 8/10/16. The application is reviewed on 9/9/16 and additional information is required. The provider has 30 days to comply with this request and the reviewer has an additional 30 days to review upon re-submission. As a result, the existing certification may be extended in order to allow the provider to continue to provide services and submit claims pending completion

of the renewal.

Submit requests for extensions to Kat Ingles at [Kathryn.Ingles@dodd.ohio.gov](mailto:Kathryn.Ingles@dodd.ohio.gov), Jovon Loveless [Jovon.Loveless@dodd.ohio.gov](mailto:Jovon.Loveless@dodd.ohio.gov), or Jared Mutchler [Jared.Mutchler@dodd.ohio.gov](mailto:Jared.Mutchler@dodd.ohio.gov).

In addition to requesting the BCI report at least 90 days prior to expiration and submit renewal applications as close as possible to 90 days in advance, providers are encouraged to double-check all documents prior to submitting to DODD for review to verify they are legible (clear, not too dark, etc.) and that all required items are included. Doing so will ensure the review will be completed prior to expiration. Providers needing assistance with submitting an application should contact DODD's Support Center at 1-800-617-6733.

DODD is dedicated to improving the efficiency of the certification process. To that end, it is also

- Creating new tools/resources to guide providers through the initial and renewal certification processes;
- Increasing staffing within the certification unit;
- Providing a webinar to share tips about submitting a complete application; and
- Conducting focus groups with providers and individuals/families regarding the certification process to inform the design of the new certification system being developed.



## Southern Ohio Advocacy Group Holiday Open House

**December 20**

**11 a.m. to 1 p.m.**

**Chillicothe and Ross County Public Library**

**Annex Building**

**140 S. Paint Street**

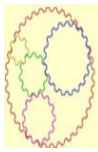
**Chillicothe, Ohio 45601**

**Free parking is available.**

Individuals, their families and caregivers are invited to join us to learn about the group, hear about client rights, see what we have worked on this year and mingle with friends.

Light lunch/refreshments will be served.

For more information, please contact Jennifer Goodwin at [jgoodwin@socog.org](mailto:jgoodwin@socog.org).



## **Southern Ohio Council** A Council of Governments

**Location:**

**27 West Second Street, Suite 202  
Chillicothe, OH 45601**

**Mailing Address:**

**PO Box 456  
Chillicothe, OH 45601**

**Phone: 740-775-5030**

**Fax: 740-775-5023**

**Office hours - M-F**

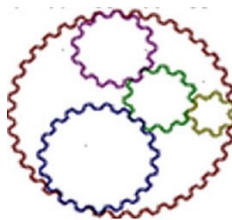
**8:00AM-4:00PM**

The Southern Ohio Council of Governments was formed in March 1996 and began services in March 1997. The Council was created by Superintendents of County Boards of Developmental Disabilities in southern Ohio. The Council is a government entity created under Chapter 167 of the Ohio Revised Code, representing 15 County Boards of Developmental Disabilities. The Council provides administrative supports for County Boards in Adams, Athens, Brown, Clinton, Fayette, Gallia, Highland, Jackson, Lawrence, Meigs, Pickaway, Pike, Ross, Scioto and Vinton Counties.



## **SOCOG Mission Statement**

- **Do things together we can't do effectively and efficiently alone**
- **Offer members a trusted source of external expertise and feedback**



**October 2016**