

**PBH DD Provider Meeting Minutes**  
**January 13, 2012**

**Attendees:**

Dawn Allen	GHA	Devon Smith	DDR
Mike Young	UDI	Teresa McKeon	Arc of Davidson
Andrea Stevens	InReach	Anna Yon	PBH
Michelle Pate	Lifespan	Greg Krypel	Independent Op
Tawana usher	PBH	Curtis Overcash	InReach
Sharrise Johnson	InReach	Lori Fuller	PBH
Jane Ann Layton	ComServ	Tracey Craven	OE Enterprises
Rosanny Crumpton	DDR	Crystal Nunnemaker	Omni Visions
Jim Curtin	PBH	Christy Shaver	Monarch
Rhonda Little	PBH	Marla O'Neill	Easter Seals
Jeanne Pritt	InReach	Sandy Helms	UDI
Tracy Threatt	PBH	Nicole Cote	PBH
Melissa Campbell	PBH	Renee Bellimore	Arc of Davidson
John Giampaolo	PBH	Dee Panky	GHA
Ted Thomas	PBH	Lisa Byrd	UCRS
Susan Williams	HomeCare Mgt	Tom Wilson	OE Enterprises
Donna Musson	OE Enterprises	John Williams	RVO
Melissa Rivera	RHA Howells	Liz Boltz	Arc of NC
Jeannie Armstrong	Turning Point	Jon Marlenston	RVO
Shanna Kroth	GHA	Susanna Dean	ADEPT
Jewel Crowder	UDI	Arlana Sims	Sims Consulting
Shela Sapp	Arc of Rowan	Lori Ewart	Arc of Rowan
Dean Ewart	Easter Seals	Traci Butler	DDR
Allan Azali	Independent Ops	Jill Queen	PBH
Dan Stroupe	Chatham Trades	Dennis Bradshaw	RSI-NC
Stacy Gamett	Skill Creations	Margaret Mason	HomeCare Mgt
Lisa Jones	RHA	Anni Ivey	Southwood Inc
Freda Schoet	Therapeutic Alt	Heather Denney	Hinds Feet Farm
Charles Funchess	CFM	David Ashley	Bayada Nurses
Michelle Bell	CLC	Mayetto Osborn	RHA
Barbara Agnello	PBH	Jill Stephenson	PBH
Allison Crotty	PBH	Pam Johnson	PBH
Melissa Colvert	PBH		

**1) Topic: New Provider/Additional Services Data Form** – effective immediately, pilot form for providers to complete when requesting new services or additional sites to be added. This form is to be used as a gateway to the Corp office. The completed form is to be submitted to your assigned Network Specialist for review. If further info is not needed it will then be forwarded to the Corp Office for further processing. Once a decision is reached, a formal response will be routed to the Network Specialist to convey to the provider.

Action Needed?    Yes     No   
 If Yes,

What Needs to Happen?	Responsible Person:	By When:
N/A	N/A	N/A

**2) Topic: Natural Supports education** – (refer to PBH Communication Bulletin FY-1112-AA-05) Qualifications are intended to allow a minimum of a QP to provide the service. Providers are being

asked within the next 90 days to ensure that all staff providing this service meets these qualifications. The 90 days ends March 1, 2012.

Training of managing employers-effective immediately the Community Guide may provide up to 30 hours of training to the Managing Employer to assist in gaining the skills to direct their own services. During the month that the training occurs, the service will be billed by the hour using T2041-U1. The 30 hour auth is in addition to other functions.

Medication Administration – a communication will go out with clarification around the end of January from Quality Management.

Upcoming Training of Community Guide & Updates – training scheduled for January 17 at PBH conference center, 9:30 – 12:30. Email on training did not go out to most people.

Community Guide – Pam Johnson reviewed handouts on Cardinal Innovations Services (also available on DMA website), Comparison of Care coordinator and Community Guide for Cardinal Innovations and 1915(b)(3) and Children and Adults with I/DD Medicaid billable. To request copies of the handouts email [Shelby.marlow@pbhsolution.org](mailto:Shelby.marlow@pbhsolution.org).

Action Needed? Yes  No

What Needs to Happen? Communication be disseminated on medication administration	Responsible Person: Quality Management	By When: End of Jan.
Training distribution list to be updated	Waiver Team	ASAP
Providers to ensure all staff providing Natural Supports meets these qualifications	Providers	March 1, 2012
Community Guide – since CG agencies who are also Agencies with Choice can no longer provide Specialized Consultation Services, how long will they have to transition the consumer to another agency?	Waiver Team	ASAP
Community Guide – will the CG need to provide the 30 hours of training to the Managing Employer during one month or over three months?	Waiver Team	ASAP

**3) Topic: Q&A follow up**

#8 PCP and auth request approval from providers – PBH IT is aware of the issue in Provider Direct. UM Care Managers are to notify providers when this happens. Melissa Colvert needs specific data to research any of these issues.

#9 Can providers opt out of providing B-3 Community Guide – John Giampaolo will get more confirmation on this.

\*Can providers ask for leftover Respite hours on the next TAR? Write a note in the comments section of the TAR. Cannot put over phase in amount.

Action Needed? Yes  No   
If Yes,

What Needs to Happen? More confirmation needed on #9	Responsible Person: John Giampaolo	By When: Update at next meeting
#8 – Melissa Colvert informed providers to give a phone number and email for UM to notify them.	Providers	PRN
Leftover Respite hours -	Providers	PRN

<b>4) Topic: Support Needs Matrix – no update at this time</b>		
Action Needed?    Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If Yes,		
What Needs to Happen? Updates to be reported at next mtg	Responsible Person:	By When:
	Waiver Team	Update at next meeting
Action Needed?    Yes <input type="checkbox"/> No <input type="checkbox"/>		
If Yes,		
What Needs to Happen?	Responsible Person:	By When:

**Next Meeting:**  
**April 13, 2012**  
**PBH Corporate Office**