



**Mississippi Department of Mental Health Home and Community-Based Services
Heightened Scrutiny Evaluation**

Summary Sheet

Provider Name	Region 7 – Community Counseling Services
Setting Name	Skills Unlimited
Setting Address	
	Starkville, Mississippi, 39759
Original Site Assessment Date	November 29, 2018
Validation Date	June 29, 2020

Setting Type

- Supervised Supported Living
- Shared Supported Living
- Day Services – Adult / Day Habilitation
- Prevocational Services
- Community Respite

Heightened Scrutiny Category

- Located in a building that is also a publicly or privately operated facility that provides inpatient institutional treatment (such as a hospital, nursing facility, ICF/IID, or IMD);
- Located in a building on the grounds of, or adjacent to, a public institution; or
- Has the effect of isolating individuals receiving Medicaid home- and community-based services (HCBS) from the broader community of individuals not receiving Medicaid HCBS

Setting Description
The setting is located in a rural area near a few private residences. The county hazardous waste dump in located near the site.
Summary of Initial Assessment Findings -
11/29/2018

1A) The site is located in a very rural area near a hazardous waste dump.
1E) The site was designed to serve individuals with disabilities.
1F) Staff will come to site to provide onsite therapeutic services.
1J) Individuals need staff supervision to go outside.
2B) Lunch/snack breaks are very structured but staff reasoning for this (teaching them workplace structure) inhibits personal choice.
4A) Site has a large fence with gates surrounding the property. The gates were open during the assessment, but it is unclear if the gates prevent individuals' movement.
4E) No way to accommodate private dining at this setting.
4F) Individuals eat lunch and take breaks at the same time each day so it is unclear if they have access to food at any time.
4I1) Assessor did not observe individualized activities in the day program and in prevocational, individuals were either performing specific contracted jobs or participating in job activities.
7A) Unclear whether individuals go into the community. Neither individual cited community outings when asked what they like to do in the community.
7H) Individuals interviewed do not appear to choose which daily activities they participate in.
7J) Individuals interviewed confirmed that there are designated snack and lunch times during the day.
7K) Individuals eat in the main dining room and need staff permission to eat elsewhere.
7N) Staff appear to have answered this question on behalf of interviewed individuals, so not sure if individuals can choose not to participate in community activities if they don't want to.
7Q) Individuals interviewed did not respond to the question regarding whether or not they can have visitors come to the program whenever they want.

Compliance Validation Narrative with Provider Input

5/20/2021

1A) The facility is located within the city limits of Starkville. We are approximately 150 yards away from the two houses located on the right side of the building. Past our facility, the next home is approximately 1/2 mile down the road. There are numerous homes located in the surrounding area. The city landfill was located behind our facility numerous years ago. The landfill site has been shut down and was moved approximately 10 miles away. The facility was never located by a hazardous waste dump.

1E) The building was designed for working with individuals with or without a disability. Multiple individuals attending this program with disabilities but individuals within the community are welcome to participate.

1F) Provider explained that they have a large group of people who attend this site and live in other towns. They said some individuals and their families requested that their annual paperwork be completed at the 682 Collier Road location after all other individuals have left for the day. They noted that annual paperwork must be filled out and that typically these meetings and changes would be made in an individual's own home or space and are completed by a therapist; however, the organization was able to make an exception for some individuals in order to satisfy their requests. Provider stated they have reviewed with individuals that annual paperwork can no longer be updated onsite at 682 Collier Road. They said this information is discussed with individuals during the PSS process and individuals are reminded of that their paperwork can be updated and completed by a therapist who is required to keep up annual paperwork as indicated in the DMH Operational Standards.

1J) Provider said each individual has been assessed based on their abilities, skills, support needs, and potential risks as to whether or not they can be left unattended or without direct supervision. They said documentation of an individual's freedom to go outside is located in each person's PSS as approved by DMH along with being located in their activity plans. They said individuals are informed weekly if PSS indicates they are able to go outside with or without supervision. Provider said the Director, Coordinator, and Supervisors have been and are provided training on person-centered planning, adding that they are then responsible for training all additional staff.

2B/7J) Provider said that individuals are able to discuss health concerns, food preferences, and mealtimes during PSS meetings and through less formal discussions with staff onsite. They said during morning meetings with individuals onsite, people are reminded that they can take breaks as desired throughout the day. They described how some individuals prefer to their first break as soon as they reach the site and then another break before they take their lunch. They said this information is documented in the notes from the morning meetings, reiterating that people can break, snack, or take lunch whenever they choose. They said all people attending the program are made aware of this daily, but many still choose to eat and socialize at the same time. Provider noted that all staff are trained in person-centered planning and support individuals to choose when they would like to take their breaks.

4A) A fence and gate surround the property; however, this gate is always open during program hours and does not restrict access for individuals on site. The fence is used to secure and protect the space when individuals and staff members are not present on site.

4E/7K) Provider explained that individuals have the freedom to eat at number of different locations both in and outside of the setting. They noted that two areas can provide private dining areas that have access to refrigerators and microwaves that are available for personal use. They said there are tables outside in at least 4 different locations so people can choose where and with whom they would like to eat. They said this has been the policy since September '19. Provider noted that a person's PSS will indicate the level of support a person needs to make their choice successful for private dining.

4F) Provider said that individuals are able to discuss health concerns, food preferences, and meal times during PSS meetings and through less formal discussions with staff onsite. They said during morning meetings with individuals onsite, people are reminded that they can take breaks as desired throughout the day. They described how some individuals prefer to their first break as soon as they reach the site and then another break before they take their lunch. They said this information is documented in the notes from the morning meetings, reiterating that people can break, snack, or take lunch whenever they choose. They said all people attending the program are made aware of this daily, but many still choose to eat and socialize at the same time. Provider noted that all staff are trained in person-centered planning and support individuals to choose when they would like to take their breaks.

4I/7N) Provider said staff are trained to work with people based on the interests, strengths, and goals found in a person's PSS. They said all staff members are trained on person-centered planning and noted that each person has the choice of participating in group and individual activities throughout the day. They added that information about individual's preferred activities can be found in PSS and in an individual's weekly notes. They said people are able to participate in the activities of their choice while on site but noted that many individuals prefer to take part in group activities for social reasons. They said this information is documented and verified in individuals' support and activity plans.

7A/H) The setting supports day services, prevocational services and community employment. For prevocational, the individuals will go out into the community to explore different jobs that they might be interested in applying for. The staff referred to this a "job aspiration outing." Within the setting the staff will teach the individuals different skills that they might need on the job. For day services, the individuals will go out into the community every day. Some activities the individuals enjoy including going to get their nails done, dining out and shopping.

7Q) Individuals are supported to interact with the people of their choice while in the setting, including guests or other visitors who access the site.

Evidence Submitted to DMH for Review:

BIDD received and reviewed pictures of 3 area where people attending the program could eat lunch inside, a section of the Operational Standards stating the intention to integrate all people attending the program with their surrounding community,

Compliance Summary

Compliant?	Federal Requirement	Summary of Evidence of Compliance
<p>42 CFR 441.304(c)(4)(i)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No</p>	<p>The setting is integrated in and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS. 42 C.F.R. § 441.304(c)(4)(i).</p>	<p>Individuals work in an integrated setting with individuals in the program and individuals from the broader community not receiving services. People engage in activities on site and are given the choice of working in the setting or working in the community. People are trained on self-advocacy, self-sufficiency, finding jobs, and building healthy social networks.</p> <p>The setting completed a remediation plan to ensure that all medical and therapeutic services take place off site. They said this information is discussed with individuals during the PSS process and individuals are reminded of that their paperwork can be updated and completed by a therapist who is required to keep up annual paperwork as indicated in the DMH Operational Standards.</p> <p>Each person in the setting is individually assessed on their required supports and potential risks when going outside. Setting lifted blanket restrictions on how individuals access the site. Each person's required supports are documented in their PSS and ASP.</p>
<p>42 CFR § 441.301(c)(4)(ii)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable</p>	<p>The setting is selected by the individual from among setting options including non-disability specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and for residential settings, resources available for room and board. <i>Id.</i> § 441.301(c)(4)(ii).</p>	<p>The setting completed a remediation plan and trained staff members to engage in regular discussions with individuals about their preferred schedules and break times. Individuals are able to discuss health concerns, food preferences, and mealtimes during PSS meetings and regular discussions with staff members. Staff members are trained on person-centered planning and support individuals to choose their schedules.</p>
<p>42 CFR § 441.301(c)(4)(iii)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial</p>	<p>The setting ensures an individual's rights of privacy, dignity, respect, and freedom from coercion and restraint. <i>Id.</i> § 441.301(c)(4)(iii).</p>	<p>All personal information is stored electronically. Discussions of health and personal care activities are conducted in private. People have the opportunity to meet with visitors or speak on the phone in private.</p>

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<input type="checkbox"/> No		<p>Each person has their own locker and have the option of bringing their own lock, using a lock onsite, or leaving their locker unlocked if they so choose.</p> <p>Restraints are prohibited on site and staff members treat individuals with respect by referring to them by their first names and speaking in a regular tone of voice.</p>
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<p>42 CFR § 441.301(c)(4)(iv)</p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No	<p>The setting optimizes, but does not regiment, individual initiative, autonomy, and independence in making life choices, including but not limited to, daily activities, physical environment, and with whom to interact.</p>	<p>The setting offers a variety of spaces for individual and group activities. The setting completed a remediation work plan to ensure staff are trained to work with people based on the interests, strengths, and goals found in a person's PSS. They said all staff members are trained on person-centered planning and noted that each person has the choice of participating in group and individual activities throughout the day. They added that information about individual's preferred activities can be found in PSS and in an individual's weekly notes.</p> <p>The setting completed a remediation plan and trained staff members to engage in regular discussions with individuals about their preferred schedules and break times. Individuals are able to discuss health concerns, food preferences, and mealtimes during PSS meetings and regular discussions with staff members. Staff members are trained on person-centered planning and support individuals to choose their schedules.</p>
<p>42 CFR § 441.301(c)(4)(v)</p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No	<p>The setting facilitates individual choice regarding services and supports, and who provides them.</p>	<p>The grievance procedure is explained to each individual upon admission and annually thereafter. Staff members inform individuals of their rights to ensure freedom of choice and to promote independence.</p> <p>Activities are chosen based off of each person's individual preferences and goals as determined in their PSS or ASP. People have flexibility in their scheduled activities and are able to modify</p>

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		their activities as desired. Individuals also share activity preferences during regular conversations with staff members.
<p>42 CFR § 441.301(c)(4)(vi)(A)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable</p>	<p>The unit or dwelling is a specific physical place that can be owned, rented, or occupied under a legally enforceable agreement by the individual receiving services, and the individual has, at minimum, the same responsibilities and protections from eviction that tenants have under the landlord-tenant law of the State, county, city or other designated entity. For settings where landlord-tenant laws do not apply, a lease, residency agreement, or other form of written agreement is in place for each HCBS participant providing protections that address eviction processes and appeals comparable to those provided under the jurisdiction's landlord-tenant law.</p>	
<p>42 CFR § 441.301(c)(4)(vi)(B)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No <input type="checkbox"/> Not Applicable</p>	<p>Each individual has privacy in their sleeping or living unit: (1) Units have entrance doors lockable by the individual, with only appropriate staff having keys to doors. (2) Individuals sharing units have a choice of roommates in that setting. (3) Individuals have the freedom to furnish and decorate their sleeping or living units within the lease or other agreement.</p>	
<p>42 CFR § 441.301(c)(4)(vi)(C)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial</p>	<p>Individuals have the freedom and support to control their schedules and activities and have access to food any time.</p>	

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<input type="checkbox"/> No		
<p>42 CFR § 441.301(c)(4)(vi)(D)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No</p>	Individuals are able to have visitors of their choosing at any time.	
<p>42 CFR § 441.301(c)(4)(vi)(E)</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> Partial <input type="checkbox"/> No</p>	The setting is physically accessible to the individual.	The setting is physically accessible for those who require the use of a mobility device. All people have access to common areas. Assistive devices are available to individuals as needed or desired.