



# **Ashtabula County Board of Developmental Disabilities**

# Happy New Year!



Provider Meeting  
January 12, 2023





Ashtabula County Board  
of Developmental Disabilities

WELCOME!



*Mikahla Passmore*

Service & Support Administrator



# CONGRATULATIONS!



Director of Quality &  
Community Outreach



SSA Manager



Medicaid Manager



**Congratulations on your UPCOMING Retirement  
Heather Purdue**



**Thank you for 32 years of Service to Ashtabula County Individuals with Disabilities!**



# January's DSP's Of the Month

- Kayla Workman- DiamondStar- Nominated By Amy Guy
- Virginia Fisher- P.E.G.I- Nominated By Lisa Fuller-Grippi
- Kelly Roby- Accessible Home Services- Nominated by Jennifer Lawrence





# County Board Updates

- 2023 Campaigns
- 6.5% Retention Program
- New Website
- Free Choice of Provider
- Community Inclusion Activities



## 2023 Campaign- Provider Meetings.

January 12,2023- Community activities- We Thrive Together

February 9,2023- OhioSP introduction

March 9, 2023- DD Awareness month- Advocacy programs- Parent support kick off(EI)

April 13, 2023- Safety- Health and Wellness

May 11, 2023-Accessibility and Inclusion- Technology Day

June 8, 2023- Resource Fair- Transition- Provider Fair

July 13, 2023- Policy-Legislature- Advocacy

August 10, 2023- Documentation and Outcomes updates

September 14, 2023- DSP Appreciation MONTH

October 12, 2023- Benefits Analysis-Family and employment engagement

November 9, 2023- Gratitude and Reflection- Family appreciation

December 14, 2023- Recap of the past year- Future goals and planning  
(DSP of the month end of year EVENT)





# 6.5% DSP Retention Program

***The retention payment incentive is funded through local funds, provided by county boards of developmental disabilities, and federal Medicaid match, with the purpose of incentivizing continued service to those working with people with developmental disabilities receiving home and community based waiver services.***

<https://dodd.ohio.gov/providers/RetentionPayment>



# Agency Distribution

## Quarterly Payments

Calculated as 6.5% of total claims for eligible services PAID in a quarter

Eligible services include:

- » Transportation (HPC and Participant Directed)
- » Homemaker/Personal Care (HPC)
- » HPC Daily Billing Unit » HPC Participant-Directed
- » On-Site/On-Call » Participant Directed On-Site/On-Call
- » Shared Living
- » Adult Day Support
- » Career Planning
- » Group Employment Support
- » Vocational Habilitation
- » Individual Employment Support
- » Non-Medical Transportation

**Agencies MUST opt into this program by  
January 16, 2023**



# Agency Provider Payment Schedule

<b>Service Provision</b>	<b>Provider Opt-In Start</b>	<b>Provider Opt-In End</b>	<b>Retention Payment to Provider and IPs</b>	<b>Retention Payment to Agency DSP</b>	<b>Data Collection From Provider</b>
April-June 2022	1/3/23	1/16/23	1/18/23	3/15/23	4/15/23
July-September 2022	1/3/23	1/16/23	1/25/23	3/15/23	4/15/23
October-December 2022	1/3/23	1/16/23	2/1/23	3/15/23	4/15/23
January-March 2023	4/3/23	4/18/23	5/3/23	6/15/23	7/15/23
April-June 2023	7/3/23	7/16/23	8/2/23	9/15/23	10/15/23

\*All dates are estimated as of the time of this writing

\*Payment dates (provider and DSP) are not the exact date payments will be processed

\*Retention payments to the DSP must be issued by date listed



*No Action needs to be taken by Independent providers to OPT into this program. As long as you were Billing for services listed below you will automatically receive payment via Direct Deposit.*

**Calculated as 6.5% of total claims for eligible services PAID in a quarter**

- Eligible services include:
  - » HPC services (includes participant directed HPC)
  - » On-Site/On-Call (includes participant directed On Site/On Call)
    - » Shared Living Payment Distribution
  - » HPC Transportation
  - » Self-Directed Transportation
  - » Career Planning
    - » Individual Employment Support
  - » Non-Medical Transportation

**Independent Provider Distribution**

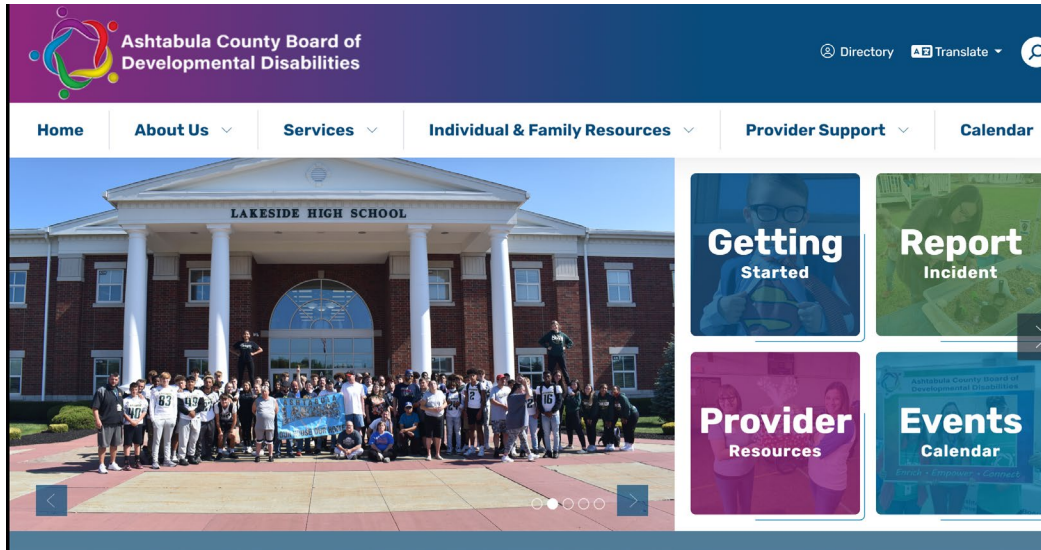
Retention Payment issued to Independent Providers

- April- June 2022- 1/18/2023
- July-September 2022- 1/25/2023
- October-December 2022- 2/1/2023
- January-March 2023- 5/3/2023
- April-June 2023- 8/2/2023



# ACBDD Has a NEW Website!

<https://www.ashtabuladd.org/>



Check us OUT!



EVENTS Calendar

Free Choice of Provider



Training Registrations



# Upcoming Provider Training

- ❖ Initial Medication Administration Category 1- January 23 & 24, 2023
- ❖ CPR/First Aid Blended Learning – February 6, 2023
- ❖ Initial Provider Training- February 7, 2023
- ❖ Initial Medication Certification Category 2 & 3 - February 20, 2023
- ❖ Renewal Medication Certification Category 1, 2 & 3 –February 21, 2023

*All classes listed above are open for registration on the Ashtabula County Board of Developmental Disabilities website under the Provider support tab.*

<https://www.ashtabuladd.org/>



# **FREE Choice of Provider**

# Community Inclusion Activities

- Community Inclusion and Advocacy opportunities are offered during the daytime, evening, and weekend to provide opportunities for people who receive services to explore and enhance their leisure interests and social skills through planned activities in the community. People who are eligible to receive services through the Ashtabula County Board of Developmental Disabilities may attend.





# We Thrive Together



WE THRIVE TOGETHER

ABOUT US

BLOG

CHECK-IN

CLASSES & EVENTS

VIDEOS

WAYS TO HELP



TALK, LAUGH, PLAY, WIN, SWEAT, DRAW, CONNECT.

## January 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
No Programming <b>2</b>	10 - Line Dancing <b>3</b> 11 - Tech Training (Computers for Beginners) 12 - Hangman 1 - Art Class (Collage) 2 - Taboo	10 - Chair Exercise w/Mona <b>4</b> 11 - Self-Advocacy w/OSDA 12 - Bingo 1 - Virtual Trip (Miami Art Mus.) 2 - Family Feud 3 - Singing with the Stars 4 - Cooking w/Heidi 6:30 - Fun Workout w/Ka Ren 7 - Advocacy Army w/Steve	10 - Body Movin' Basics <b>5</b> 11 - Financial Literacy (Overview) 12 - Connect 4 1 - Let's Get Crafty (Snowflake) 2 - Cash Cab	10 - Fun Workout w/Ka Ren <b>6</b> 11 - Workforce Readiness (Employment: Getting a Job) 12 - Bingo 1 - Animal Safari (Where Pigs Fly Farm) 2 - Never Have I Ever	
10 - Fun Workout w/Ka Ren <b>9</b> 11 - Health & Wellness (Your Blood Pressure) 12 - Bingo 1 - Minute to Win It 2 - Sports Talk w/George 3 - Nature Talks w/Suzan	10 - Line Dancing <b>10</b> 11 - Tech Training (Tablets for Beginners) 12 - Trivia (Disney) 1 - Art Class (Drawing) 2 - \$100,000 Pyramid	10 - Chair Exercise w/Mona <b>11</b> 11 - Self-Advocacy w/OSDA 12 - Bingo 1 - Virtual Trip (Pottery Museum) 2 - Hollywood Squares 3 - Singing with the Stars 6:30 - Fun Workout w/Ka Ren 7 - Password	10 - Body Movin' Basics <b>12</b> 11 - Financial Literacy (Barriers to Financial Success) 12 - Name That Tune 1 - Let's Get Crafty (Troll) 2 - Let's Play Cards	10 - Fun Workout w/Ka Ren <b>13</b> 11 - Workforce Readiness (Enrollment: Going to College) 12 - Bingo 1 - Animal Safari (N. Carolina Aquarium) 2 - Jeopardy	7 - Speed Friends <b>14</b>
10 - Fun Workout w/Ka Ren <b>16</b> 11 - Health & Wellness (Emotional Eating) 12 - Bingo 1 - Wheel of Fortune 2 - Sports Talk w/George 3 - Nature Talks w/Suzan	10 - Line Dancing <b>17</b> 11 - Tech Training (Smartphones for Beginners) 12 - 1 Spy 1 - Art Class (Painting Class - Winter) 2 - Pictionary	10 - Chair Exercise w/Mona <b>18</b> 11 - Self-Advocacy w/OSDA 12 - Bingo 1 - Virtual Trip (Wood Co. Mus.) 2 - Password 3 - Singing with the Stars 4 - Cooking w/Heidi 6:30 - Fun Workout w/Ka Ren 7 - Advocacy Army w/Steve	10 - Body Movin' Basics <b>19</b> 11 - Financial Literacy (Making/Using a Budget) 12 - Puzzles w/Friends 1 - Let's Get Crafty (Winter Scene) 2 - Who Wants to be a Millionaire	10 - Fun Workout w/Ka Ren <b>20</b> 11 - Workforce Readiness (Starting a Business) 12 - Bingo 1 - Animal Safari (N.C. Aquarium: Ocean RX) 2 - Chain Reaction	
10 - Fun Workout w/Ka Ren <b>23</b> 11 - Health & Wellness (10,000 Steps) 12 - Bingo 1 - America Says 2 - Sports Talk w/George 3 - Nature Talks w/Suzan	10 - Line Dancing <b>24</b> 11 - Tech Training (Internet Safety for Beginners) 12 - Trivia (90s & Harry Potter) 1 - Art Class (Printmaking) 2 - Let's Play Cards 7 - Cardio Drumming	10 - Chair Exercise w/Mona <b>25</b> 11 - Self-Advocacy w/OSDA 12 - Bingo 1 - Virtual Trip 2 - Lingo 3 - Singing with the Stars 4 - Cooking w/Heidi 6:30 - Fun Workout w/Ka Ren 7 - Family Feud	10 - Body Movin' Basics <b>26</b> 11 - Financial Literacy (Cash & Invisible Money) 12 - Name That Tune 1 - Let's Get Crafty (Owl Card) 2 - The Price is Right	10 - Fun Workout w/Ka Ren <b>27</b> 11 - Workforce Readiness (Reliability) 12 - Bingo 1 - Animal Safari (Minnesota Zoo: Ocean Tour) 2 - 25 Words or Less	

<https://wethrivetogether.org/>





*Questions are the path to learning*

# Open MIC



# Thank You!



Next Provider Meeting  
February 9, 2023  
OHIO ISP Information  
1:00PM



**Provider Meeting  
January 12, 2023  
1:00PM-3:00PM  
AGENDA**

- A. Announcements and Welcome to our NEW Staff  
a. SSA- Mikahla Passmore



Congratulations to the following ladies on their advancements with the Ashtabula County Board of Developmental Disabilities. Our Medicaid Manager and SSA Manager positions start dates have not been determined at this time. Please continue to reach out to Lisa and Renee under their current SSA role. ACBDD will notify everyone once we make that change.

- b. Community Outreach Director- Manda Jackson  
i. NEW Department: Quality & Community Outreach



- c. Medicaid Manager- Renee Cameron



- d. SSA Manager- Lisa Fuller-Grippi



- e. Upcoming Retirement- Heather Purdue



Thank you for 32 years of service to

Individuals with disabilities.

- f. DSP of the Month Nomination

**CONGRATULATIONS**  
to January's DSP's of the Month!

**Kayla Workman- DiamondStar**  
**Virginia Fisher- P.E.G.I**  
**Kelly Roby- Accessible Homes**

All the DSP's of the month will be honored at January's board meeting, at which time they will receive a certificate for their exceptional work and a gift card for \$25.

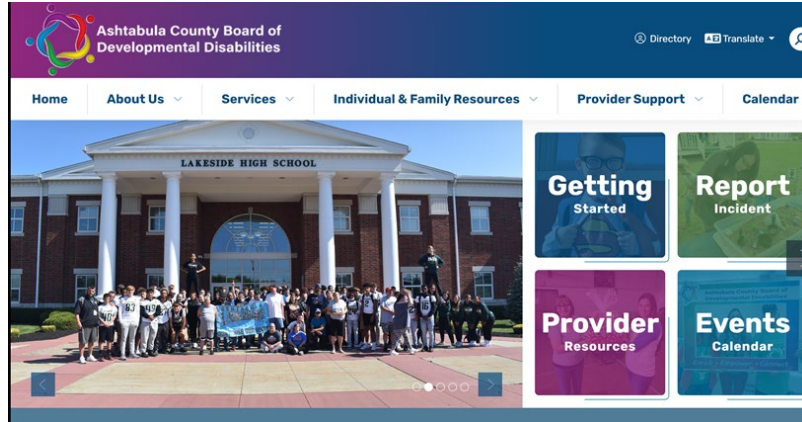
Thank you to everyone who submitted nominations, please keep submitting those each month. We are looking forward to hearing everyone's stories!

**B. County Board Updates**

- a. 2023 Campaign information- See Attached Powerpoint for provider meeting topics for 2023
- b. 6.5% Retention Program- Agency providers must OPT into this program by Jan 16, **please see attached quick reference guide for Agencies and Independent providers. Dates of disbursement, data collection and reporting are all included in this attachment.** There has also been some new

communication regarding the first payment going out for direct deposit on 1/23. This will also be the date the first check is mailed if you do not receive direct deposit.

- c. **New Website Design- Check out our new website design [ashtabuladd.org](http://ashtabuladd.org)**



- d. **Provider Training open classes**

**Initial Medication Administration Category 1- January 23 & 24, 2023**

**CPR/First Aid Blended Learning – February 6, 2023**

**Initial Provider Training- February 7, 2023**

**Initial Medication Certification Category 2 & 3 - February 20, 2023**

**Renewal Medication Certification Category 1, 2 & 3 –February 21, 2023**

- e. **Lesley Michelson- Free Choice of Provider- Located on our [ashtabuladd.org](http://ashtabuladd.org) website. Located under Provider Support- select Free Choice of Provider- a list of all individuals looking for services will populate- make selection to read about services needed. If you think you can provide this service or would like more information regarding service needs complete the form click “to Submit your interest...” Complete this form entirely and submit. A county board member will review your submission and distribute this response to the SSA assigned. If you have any questions please contact Lesley Michelson [lesley.michelson@ashtabuladd.org](mailto:lesley.michelson@ashtabuladd.org) .**

- f. **Manda Jackson- Community Inclusion Activities**

Community Inclusion and Advocacy opportunities are offered during the daytime, evening, and weekend to provide opportunities for people who receive services to explore and enhance their leisure interests and social skills through planned activities in the community. People who are eligible to receive services through the Ashtabula County Board of Developmental Disabilities may attend.

Go to our website [ashtabuladd.org](http://ashtabuladd.org) to view our calendar of events. You can view ALL county board activities or chose to only view the calendar you are interested in.

## CALENDAR

< > today January 2023 month week day

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 New Year's Day	2 New Year's Day (Substituted)	3 8:30a INITIAL-Provid	4	5	6	7
8	9 4:15p YMCA Muscol	10	11	12 1p Provider Meeting	13	14
15	16 Martin Luther King J	17 6p Akbon Club Meet	18	19 5p Board Meeting	20 5p People First Meet	21

C. We Thrive together OHIO- Be prepared to have some FUN!  
<https://wethrivetogether.org/>

January 2023

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No Programming	10 - Line Dancing 11 - Tech Training (Computers for Beginners) 12 - Hangman 1 - Art Class (College) 2 - Tiboo	10 - Chair Exercise w/Mona 11 - Self-Advocacy w/OSDA 12 - Bingo 1 - Virtual Trip (Miami Art Mus.) 2 - Family Feud 3 - Singing with the Stars 4 - Cooking w/Heidi 5:30 - Fun Workout w/Ka Ren 7 - Advocacy Army w/Steve	10 - Body Movin' Basics 11 - Financial Literacy (Overview) 12 - Connect 4 1 - Let's Get Crafty (Snowflake) 2 - Cash Cab	10 - Fun Workout w/Ka Ren 11 - Workforce Readiness (Employment: Getting a Job) 12 - Bingo 1 - Animal Safari (Where Pige Fly Farm) 2 - Never Have I Ever	7 - Speed Friends
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10 - Fun Workout w/Ka Ren 11 - health & Wellness (Sleep Apnea) 12 - Bingo 1 - Family Feud 2 - Sports Talk w/George 3 - Nature Talks w/Suzan	10 - Line Dancing 11 - Tech Training (Email for Beginners) 12 - Memory 1 - Art Class (Positive & Negative Coloring) 2 - Charades				

WE Thrive Together.org/Upcoming-Events/ | Alyssa@WeThriveTogether.org | Toll Free: (866) 584-5640

D. Open Mic

**Next Provider meeting February 9, 2023- OHIO ISP Training**



**\*\*Please email me, [andrea.klimko@ashtabuladd.org](mailto:andrea.klimko@ashtabuladd.org), what questions you have regarding the Ohio ISP. Staci Long will be completing an overview of the Ohio ISP, she would like to be able to focus on areas of interest for providers.**

**Share with me what you are seeing, do you have access?  
How can we support you as we all make this transition?**

**I am looking forward to hearing from you all!**

## Independent Provider Quick Reference | Updated 12/14/2022

*The retention payment incentive is funded through local funds, provided by county boards of developmental disabilities, and federal Medicaid match, with the purpose of incentivizing continued service to those working with people with developmental disabilities receiving home and community-based waiver services.*

### Quarterly Payments

- Calculated as 6.5% of total claims for eligible services PAID in a quarter
- Eligible services include:
  - » HPC services (includes participant directed HPC)
  - » On-Site/On-Call (includes participant directed On Site/On Call)
  - » Shared Living
  - » HPC Transportation
  - » Self-Directed Transportation
  - » Career Planning
  - » Individual Employment Support
  - » Non-Medical Transportation

### Payment Distribution

- DODD will distribute the retention payments separately from claims payments according to the schedule below.
- Retention payments will be distinguishable from claims payment with a unique, non-sequential invoice number to make these payments easier to identify.
- Retention payments will be coded in the same manner as claims payments.

Service Provision	Retention Payment Issued to Independent Provider
April-June 2022	1/18/23
July-September 2022	1/25/23
October-December 2022	2/1/23
January-March 2023	5/3/23
April-June 2023	8/2/23

## Agency Provider Quick Reference | Updated 12/14/2022

*The retention payment incentive is funded through local funds, provided by county boards of developmental disabilities, and federal Medicaid match, with the purpose of incentivizing continued service to those working with people with developmental disabilities receiving home and community-based waiver services.*

### Quarterly Payments

- Calculated as 6.5% of total claims for eligible services PAID in a quarter
- Eligible services include:
  - » Homemaker/Personal Care (HPC)
  - » HPC Daily Billing Unit
  - » HPC Participant-Directed
  - » On-Site/On-Call
  - » Participant Directed On-Site/On-Call
  - » Shared Living
  - » Transportation(HPC and Participant-Directed)
  - » Adult Day Support
  - » Career Planning
  - » Group Employment Support
  - » Vocational Habilitation
  - » Individual Employment Support
  - » Non-Medical Transportation
- Eligible employees are defined as a person that has the opportunity to be alone with or exercise supervision or control over one or more people with developmental disabilities, such as:
  - » Direct support professionals
  - » Front line supervisors/coordinators
  - » Transportation drivers and aides
  - » Shared Living providers (regardless of employment status)
- Ineligible Employees:
  - » Owners<sup>1</sup>
  - » Administrators and executive staff<sup>2</sup>
  - » Contract or temporary staff<sup>3</sup>
  - » Non-staff

### Payment Distribution

- Agencies have ONLY two methodologies for distribution: percentage based on wages earned or number of eligible employees.
  - » Wages Earned—each eligible employee receives the same percentage of their total wages earned in the quarter
  - » Number of Eligible Employees—each eligible employee receives the same dollar amount as a retention bonus
- DODD created a spreadsheet to assist providers with calculating the payment amount for each eligible employee. Agencies are strongly encouraged to utilize this tool.

<sup>1</sup> Owners are eligible if 50% or more of their work time is spent providing direct service

<sup>2</sup> Executive staff are eligible if 50% or more of their work time is spent providing direct service.

<sup>3</sup> With the exception of shared living contractors with an agency provider.

- This spreadsheet will calculate 7.65% employee tax withholding. All tax obligations above this amount can be accounted for in administrative expenses.
- Payment must be distributed to eligible employees within the quarter in which the money was received. *See grid below.*
- Agencies may withhold up to 18% of the payment amount for administrative expenses associated with this program. Examples of eligible expenditures include, but are not limited to:
  - » Implementation expenses, such as additional payroll costs or tax obligations not covered by the standard formula;
  - » Additional employee compensation, such as paid time off, childcare services, health insurance benefits, etc.;
  - » Training; and
  - » Employee recruitment activities.

<b>Service Provision</b>	<b>Provider Opt-In Start</b>	<b>Provider Opt-In End</b>	<b>Retention Payment to Provider and IPs</b>	<b>Retention Payment to Agency DSP</b>	<b>Data Collection From Provider</b>
April-June 2022	1/3/23	1/16/23	1/18/23	3/15/23	4/15/23
July-September 2022	1/3/23	1/16/23	1/25/23	3/15/23	4/15/23
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\*All dates are estimated as of the time of this writing

\*Payment dates (provider and DSP) are not the exact date payments will be processed

\*Retention payments to the DSP must be issued by date listed

## **Reporting Requirements**

- Providers shall submit documentation demonstrating how the retention payment was distributed according to the timelines in the attached grid.