**Lifesharing Western Region Meeting Minutes**

**Sept. 17, 2013**

**Morning Training-** Abuse training was presented by Amy Tobolski of Northwest Health Connection (HCQU). Discussion ensued regarding various abuse situations to consider.

**Meeting Agenda-** The meeting was facilitated by Carrie Kontis. Maryann Henning was the timekeeper, Jane Minich took notes.

**The meeting began with introductions. Included in attendance were provider agency representatives, county AE’s, ODP rep (Trish Breuer) lifesharing providers, and a lifesharer.**

**Agenda for meeting was provided and followed by Carrie.**

**Lifesharing Conference-** The path to excellence, Oct 17th and 18th at Millersville University is full. There is currently a waiting list for registration because 200 participants have already registered!

Reminder that any Lifesharing Chapter 6500 Regulation questions for the October conference where Ron Muelsky will provide answers should be submitted to Stephanie Brown in the next few weeks.

Huge response from Western Region folk for the call for donations for the basket to b raffled off at the conference! THANKS TO EACH AND EVERYONE OF YOU THAT DONATED!

**Lifesharing excellence award recipient** for Western Region was Dave McKee, of Fayette Resources. His moving nomination was read by an agency representative.

**ODP info-** There is an informational packet 071-13 regarding monies for family living start up initiative. Trish Breur (ODP) interjected that this is statewide, and it is anticipated that the money will be utilized quickly. “It will fly”. The contact person is Reid Stewart in ODP’s western office.

Informational memo 069-13 questions and answers will help to clarify questions from Chapter 51. Some highlights mentioned are that providers must have a policy for electronic records, progress notes, risk management, incident reported in HCSIS with corrective actions, risk mitigation, back up plans, and outline of room and board.

Lifesharers as staff- Federal Tax law signed by President Bush considers Lifesharing as Adult Foster Care, thus stipend for providers is tax exempt in IRS view. However providers are required to meet all requirements, such as trainings, as a staff employee would.

Carrie suggested that it is beneficial to look at training for SC’s on incident management ODP Information packet 072-13, in order to understand how SC s are to react, and questions to expect when an incident occurs.

Letter from Ron Muelski addresses tuberculin skin test was shared with all in attendance.

On 9/30/13 there is a recommended upcoming PAR Webinar which will explain how to implement the adult Protective Service. Ron Muelsky is presenting.

**Substitute Care-** The issue of substitute care had been an increasing area of interest, raising many questions surrounding pay and trainings, however it seemingly is no longer a hot topic, and there has been little discussion. We are waiting to see if ODP has new information in the next month.

**BSHL Survey-** Discussion revolved around experiences with licensing.

* 30 days notice was given prior to inspections to provider agencies that had recent inspections.
* Request for packets of info (fire drills, etc) to be sent out ahead of time is optional, the feeling is that you are helping yourself if you do not send packet ahead of time.
* Asked for roster, behavior review minutes, fire drills, smoke detector checks, grievance policy, financial policy, agency self inspections
* Standard LII’s were used
* 30% of homes, a percentage of books, and any new homes opened within the last year were looked at.
* At an inspection in July they looked at rabies shot records of pets; the latest Inspections in August did not bring that topic up.

**Opening a new home- Promise billing** is taking about 5 months to go through. After it is recognized in promise, then the rate should be entered. If the rate is not in by 12 weeks, then it should be questioned. Some providers are providing the service anyways, with approval fro AE, and are willing to wait for payment, other agencies cannot afford to do this.

**Next meeting- scheduled for November 19th**.There will be no January meeting.

**Western region meeting take place on the 3rd Tuesday of every other month at the Emlenton Truck plaza in Emlenton, PA.**