

**PEOPLE
INCORPORATED**
MENTAL HEALTH SERVICES

8/24/21

Dear PAI,

Please find attached the updated Coordinated Services and Supports Plan for Matthew Hutchinson that was completed by Ray Castro. Please let them know if you have any questions or concerns regarding this plan. If you agree with the plan please sign and **return both pages** of the signature page to our Administrative Assistant via one of the options below;

Email: savannah.treleven@peopleincorporated.org

Fax: 612-522-7073 Attn: Savannah

Mail: Attn: Savannah Treleven
1170 15th Avenue SE
Minneapolis, MN 55414

Sincerely,

Ray Castro

Waiver Case Manager
People Incorporated
612-522-7055

ABOUT ME

MATTHEW R HUTCHINSON

Assessment Date: 07/12/2021

Plan Dates: 09/01/2021 to 08/31/2022

Developed by: Tony Khang (651) 266-4781

Address: 1608 E 6th Street

St Paul, MN 55106

County:

Home: (651) 778-9331

Work:

Other: (612) 578-5720

General Plan Notes:

Program Type: Matthew is on DD Waiver with CDCS services.

Case Management:

Raymond O. Castro, Case Manager

People Incorporated

2060 Centre Pointe Blvd, Suite 3

St. Paul, MN 55120

(612) 522-7055 ext. 2617

(612) 522-7073 (fax); Raymond.Castro@peopleincorporated.org

Goals and Dreams: Guardian/Jennifer reported that she would like Matthew to enjoy his life, to be a productive member of society, and to live a productive life. She hopes that Matthew would like his PAI/DT&H program.

What is important to Matthew: Guardian reported that family, computer, iPad and maintaining a routine are important to Matthew. She reported that it was very important to Matthew to maintain a routine. It is very important to give Matthew as much forewarning as

possible, and It is important to Matthew to know what to expect will happen each day.

What should Matthew's support team know about Matthew before working with him?: Matthew's support team members will be familiar with his personal strengths, to know that he is most successful when he knows what to expect, to provide him with a clear schedule each day, and to provide him with as much forewarning as possible if Matthew must deviate from that schedule.

Routines and Rituals: Guardian reported Matthew watches different videos on the internet and actively engages in activities presented in the videos such as dancing. Guardian/caregivers will also support Matthew with developing his independent living skills such as folding his laundry, cooking simple meals in the microwave, taking out the trash, and other independent activities of daily living.

Social, Leisure, and Religious Activities: Matthew enjoys using his computer, iPad, going on walks, bowling, riding the Green Line, swimming, and going on car rides. Matthew's grandfather also began eating dinner with Matthew and his family once a while.

Strengths: Computer navigation, reading, his ability to follow directions when presented with the right task and guided by one person, his willingness to participate in different activities, and his ability to adjust to subtle changes in his routine when given forewarning of the change. Matthew is funny and makes people around him happy. Matthew is also generally happy each day."

Housing: Jennifer reported that she found Matthew's current housing placement to be integrated as he has access to different community activities and resources. She indicated that there are no current plans to move Matthew into an alternative housing placement at this time. When the time is right, parents/guardians will work with Matthew's support team to search for alternative housing that meets his needs.

Employment: Matthew is currently attends PAI/DT&H program and hopes he will learn and gains the employment skills from there.

PERSON INFORMATION

Date of Birth: 09/07/1999 **Age:** 21 yrs

Emergency Contacts

Name	Relationship	Phone
Jennifer Madson , mother	Guardian/Legal Representative	(612) 578-5720
Scott Madson, step father	Parent	(612) 790-4338

Notes/Comments

Decision Making Representatives

Name	Type of Authority	Address	Phone
Jennifer Madson	Private Guardian	1608 E 6th Street, St Paul MN 55106	(651) 778-9331

Notes/Comments**Health Insurance & Payers**

Is the person certified disabled by Social Security or through the State Medical Review Team (SMRT) process? Yes

Is the person on medical assistance? Yes

Type	Describe	Policy Number	Effective Date
Medical Assistance	MA / DC	02727371	07/01/2018

Notes/Comments**Providers**

Health Care Providers	Phone	Comments
Primary Physician	(651) 739-5050	Dr Mark Steinhauser / Family Health Services. 2716 Upper Afton Rd, Maplewood MN 55119

Notes/Comments**WHAT'S IMPORTANT TO THE INDIVIDUAL****Goals related to how you want to live your life:**

Quality of Life: It is important to Matthew to spend time with his friends and family.

Activities of Daily Living: It is important to Matthew to improve his personal hygiene skills.

Instrumental Activities of Daily Living: It is important to Matthew to improve housework skills.

Health: It is important to Matthew to remain healthy.

Psychosocial: It is important to Matthew to improve his coping skills.

Memory & Cognition: It is important to Matthew to have the appropriate services.

Safety & Self-Preservation: It is important to Matthew to remain safe.

Sensory & Communication: It is important to Matthew to be able to communicate his wants and needs.

Employment, Volunteering & Training: It is important to Matthew to complete his Focus Beyond education.

Housing & Environment: It is important to Matthew to continue living with his family.

Self-Direction: It is important to Matthew to continue with his services.

Short and Long-Term Goals

Goal Statement	Target Date	Provider & NPI (if applicable)	Frequency of Reporting
Matthew will follow his CDCS support plan with the assistance of his mother/guardian, Jenny Madson, and his other CDCS support staff to ensure his self-care needs, Independent Activities of Daily Living (IADL), and safety needs are being met each day.	08/31/2022		annually
Matthew will continue to attend PAI program to work with staff, job coach and cooperate with the program to work on the employment skills and get a job.	08/31/2022		annually
Matthew will continue to live with his parents and family at the current residence for a daily supports to ensure he meets his needs.	08/31/2022		annually

Action Steps for Goals:

What will the person do? Matthew will continue to work with formal and informal supports to build and maintain the skills necessary for him to reach his goals.

What will the case manager do? Case manager will work closely with Matthew, guardian and the team to ensure he meets his needs, safe and healthy.

What will others do? 1. Matthew's parents/guardian will provide informal supports to ensure his health and safety needs are met, as well as help him build and maintain all skills for his goals.

2. Matthew's guardian will continue to exercise her powers and responsibilities, unless stated differently in the guardianship order, of: establishing place of abode (residential); care, comfort and maintenance needs; personal property; medical care; contracts; exercise supervisory authority; and assure eligibility for government benefits; She will complete her annual filing responsibilities as mandated by the court. She will work with Matthew to build and maintain all skills to meet his goals.

3. Representative Payee/Mother will continue to assist with money management; assist with completion of all documents to maintain eligibility for state and federal benefit programs.

What will the provider do?

The providers will continue to provide the approved hours of support and the supervising agency will continue to supervise to make sure his care plan services are being met.

PAI will continue to provide Matthew's with the opportunity to build all of his employment skills and works with him toward a job placement.

SUMMARY OF NEEDS

Quality of Life: Matthew Hutchinson is 21-year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. Matthew's mother, Jennifer Madson, is his guardian. His diagnoses include mild intellectual disabilities (F70) and autistic disorder (F84.0). A 'bad day' for Matthew is when he is not sleeping or when he is not feeling well. Both of these can cause Matthew to have a 'bad day'. He can have loud vocalizations, humming and rocking. These days can occur if his routine is off or different. A 'good day' for Matthew is when he is very happy and content. He is usually a very animated person. When he is not, that means he is not feeling well or has not slept well. He enjoys using his computer, sleeping, and reading. Matthew is an excellent reader and he's good at following directions. He is very computer savvy and he has a good sense of humor. Matthew is willing to try new things and his pleasant demeanor makes everyone feel welcome. Mathew likes swimming and bowling. He also likes roller-coasters and trains. Matthew likes going to restaurants, the Mall of America, the grocery store, the YMCA, going on car trips and the library. Matthew has likes going on vacation with his family. They have gone to South Dakota previously and had a great time. Matthew's family and friends are important to him. Matthew likes spending time with his sister, Megan, and his excited when she is home. Matthew is starting to make friends at PAI program.

Personal Assistance: EATING: Matthew requires verbal cues and supervision while eating but does not need any physical assistance. He requires help with setting up his plate and cutting up his food. Matthew can use utensils appropriately. He is able to drink from an open glass. There are foods with certain textures (oatmeal and gummy bears) which he does not eat. Matthew eats most fruits and vegetables. His favorite foods include: Cinnamon Toast Crunch cereal, goldfish crackers, Tostitos, and peanut butter and jelly sandwiches. Matthew requires supervision as he may overeat. It was reported that it's as if his body doesn't have a "full" button. He may put too much food into his mouth and needs to be monitored for choking. He eats fast, but chews well, and needs reminders to slow down. BATHING: Matthew requires supervision and physical assistance with bathing. He likes to take baths, but he does not like having his hair washed. Matthew needs verbal cues that it is bath time. He does not like showers. Matthew relies on his mom to wash is hair and his body. When he is handed the washcloth, he will wash a small spot on his body. DRESSING: Matthew requires supervision and physical assistance with dressing. Matthew's mother selects his clothes and he will put them on with supervision and assistance. Matthew tends to wear elastic pants and Velcro shoes as he has difficulty with snapping and tying. Matthew likes to wear his "Angry Birds" PJs., this is a single that he is "done for the day." He is able to use zippers. He wears shoes with bungee ties which has helped with his independence. Matthew will wear dirty clothing if not supervised. HYGIENE: Matthew requires constant supervision and physical assistance with his personal hygiene / grooming. His hygiene is supervised by his mother. Due to tactile defensiveness, hand and face washing is extremely difficult. In order to ensure thoroughness when brushing his teeth, his caregiver will brush his teeth first, and then Matthew will do it himself afterwards. He will wash his hands or face with verbal cues. Matthew does not like having his finger nails or toe nails trimmed. He does not like having his hair cut or brushed. His caregiver takes him to a specific barber who is very good with calming Matthew for the hair cutting experience. Matthew has begun shaving on a weekly basis. He uses an electric shaver, but Matthew is not very cooperative during

the process. He needs help putting deodorant on. TOILETING: Matthew requires supervision and physical assistance with his toileting needs. Matthew is fully toilet trained. Matthew tends to make a mess at home; as he may not realize that the toilet is much smaller than the urinals at school. He needs assistance wiping after a Bowel Movement. He will indicate to his caregivers when he needs to have a BM. Matthew can be very particular about using a particular toilet (for instance, at the YMCA); he can hold his bowels for days if he is not at home or in a familiar environment. MOBILITY: None reported. POSITIONING: None reported. TRANSFERS: None reported.

Home Management: MEDICATION MONITORING: Matthew requires complete caregiver assistance with medication set up, administration and management. Matthew's meds are all in liquid form or put in his food so that its easier for him to take. His mother reorders all of his medications. Matthew does not know what he is taking or what his meds are for. Matthew would not know if he had taken the wrong medications. MEAL PREP: Matthew requires complete caregiver assistance for his meal preparations. He is able to get simple snacks, but he will overeat and needs supervision. Matthew needs constant supervision in the kitchen because he lacks safety skills and he will eat what he sees. He is learning how to use the microwave and learning how to make a sandwich. He has not been very receptive to this so far. He does not understand the concept of "hot" when eating or when taking things out of the microwave. Matthew is able to stir and pour things while he is helping someone prepare meals but does not like helping. TRANSPORTATION: Matthew's family and PAI provide all transportation. HOUSEWORK: Matthew requires complete caregiver assistance with light / heavy housework and laundry. He is able to help with some household chores such as folding towels, with verbal prompts. He is able to put dishes in the sink, with prompts. He will put his dirty clothes in his hamper. Many of these things are all part of his daily routine. He will not initiate tasks unless it's part of his daily routine. He has a spot at the dining room table with his preferred items. He will put things away when asked but like them where they are, so he can find them. His parents ensure the house is clean and well maintained. He will help with putting the recycling and garbage cans out with prompting. TELEPHONE USE: Matthew requires complete caregiver assistance with answering and making phone calls. His mother reported that they are working on this. He needs help dialing and calling others, and they have been unsuccessful with facetime. It just isn't his thing. SHOPPING: Matthew requires complete caregiver assistance with shopping. He is not interested in shopping. If he goes shopping, there needs to be a reason or a purpose and a list. The trip needs to be short. Once completed, he wants to go home. He needs assistance making a shopping list. He relies on his parents to complete all of his shopping needs. His caregiver carries his money and completes the transaction for him. FINANCES: Matthew requires complete caregiver assistance with his money management. His mother is his Rep. Payee. Matthew has good currency identification skills and he is able to add different denominations of money; however, he does not have any concept of the value of money. Matthew needs help with paying bills and budgeting his money. He is vulnerable to financial exploitation. It was reported that he has no financial skills.

Health Related/Medical: Matthew Hutchinson is 21-year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. He needs support to complete the tasks thoroughly, to help integrate these daily self-care skills appropriately into his daily routine, and to build his independence. He requires 24hrs staffing to ensure his health & safety needs are being met. It was reported that Matthew's is in good health with no immediate health concerns. He is allergic to Amoxicillin and has seasonal

allergies. He is 5'10" tall and weighs 285 lbs. He visited his primary care physician for his annual checkups and routine scheduled appointments. There were no ER visits this past year. His diagnoses include mild intellectual disabilities (F70) and autistic disorder (F84.0). There are no reported treatments. He receives Speech and Language Therapy through Focus Beyond. There were no feet or pain concerns. Matthew has difficulty sleeping. He requires a light on at night, as he does not like the darkness. He is frequently awake during the night. Matthew sleeps in a twin bed in his parent's room, so that his parents are alerted when he gets out of bed. Matthew will get up and wander, generally looking for food. A caregiver must be up with him to ensure that he remains safe, as he is now able to unlock the doors, and does not eat too much if he needs a small snack. Matthew's mother, Jennifer Madson, is his guardian.

Cognitive and Behavior Supports: Matthew Hutchinson is 21 year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. He needs support to complete the tasks thoroughly, to help integrate these daily self-care skills appropriately into his daily routine, and to build his independence. He requires 24hrs staffing to ensure his health & safety needs are being met. Matthew's behavior's include Aggression Towards Others, physical (accidentally bumps people when walking), Aggression Towards Others, verbal / gestural (yells / screams at others), Socially Unacceptable Behavior (doesn't understand personal boundaries), Property Destruction (drops items), Wandering / Elopement (leaves area without informing the appropriate person), Difficulties Regulating Emotions (over excitement, overzealous social exchanges), Susceptibility to Victimization (caregiver neglect, financial / sexual / physical exploitation, physically threatened, easily manipulated, puts self in harm's way), Withdrawal (avoidance, isolation), Impulsivity (disregard for personal safety, thoughtless about boundaries), Injury to Others (unintentional) and Anxiety (avoidance of people / situations). Matthew is a big, gentle person with Autism. Matthew will bump into people when walking in the community, at school or at home. He lacks awareness of personal space and because Matthew is a big guy he may accidentally know over a smaller person or may upset another person. Matthew is not being physically aggressive when he bumps to others, he is truly not aware of his body in space. Other people may view him as being aggressive if he is upset but he is trying to get out of an uncomfortable situation so he can calm himself down or avoid something uncomfortable. Matthew is not aggressive. He would be the victim of retaliation if he bumped into someone and they hit him back. He wanders away in public spaces when he sees something that interests him. Matthew always has place he intends to go, ie the car or bathroom. He is just unable to tell his caregiver where he is going. He is not going to wander just to wander. Matthew needs awake overnight supervision at night, because he is frequently awake during the night. He lacks pedestrian and street safety skills. He needs reminders about to waiting until the school bus has stopped before he gets on. Matthew also withdraws from social situations. Matthew jumps when he is happy. He likes to look in the mirror and jump. Some people may think this is a sign of agitation, but this is such something that Matthew does to entertain himself. Matthew is also non-verbal and gets frustrated because he cannot communicate his wants and needs. He may accidentally break something because he is sitting down so hard. He slams doors. He does not know his own strength. Matthew is vulnerable to others because he will do what people ask and is not able to report to his mother or caregivers any form of abuse. When Matthew is excited, happy or frustrated he makes noises. The noise sounds like he is being aggressive, but he is not being aggressive, people need to take the time to get to know Matthew to understand his noises. Matthew's mother,

Jennifer Madson, is his guardian.; Matthew Hutchinson is 21-year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. He needs support to complete the tasks thoroughly, to help integrate these daily self-care skills appropriately into his daily routine, and to build his independence. He requires 24hrs staffing to ensure his health & safety needs are being met. His diagnoses include mild intellectual disabilities (F70) and autistic disorder (F84.0). It was reported that Matthew has very severe cognitive impairments in the above checked areas. Matthew's mother, Jennifer Madson, is his guardian. Date of Last Assessment: 3/11/2014 & 6/25/2012 Who/Where Administered: Farnsworth School and Dr Donald E Wiger, PhD, LP Most recent test administered/date: Wechsler Nonverbal Scales (WNV) and a records review of previous testing/information IQ: 60 -65 as of 3/11/14 Independent Functioning: Other than the WNV, the school district did not perform any new testing; they just performed a records review to confirm that Matthew still qualified for special ed services. Matthew has been receiving instruction in a specialized autism classroom, with a reduced classroom size. He has severe expressive language delays, so it is difficult to assess his current reading level. At the time of the previous school testing in 3/2011, Matthew was able to read through a 4th grade level text, but his comprehension skills remained in the pre-K to K level (he was in 5th grade at the time). Dr Wiger attempted to perform the WISC-IV with Matthew, but his cognitive functioning was too low to reach the basal level. Dr Wiger estimates that Matthew's IQ is in the 60-65 range. Testing on the VABS yielded scores of "low" in all domains (communication, daily living skills, and socialization), confirming a diagnosis of mild developmental delays. Recent testing on the WNV yielded a Full-Scale IQ of 60. It was deemed that his skills are evenly developed at this time and that he may benefit from visuals, hands-on learning, and opportunities to practice visual tracking skills.

Personal Security: Matthew Hutchinson is 21-year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. He needs support to complete the tasks thoroughly, to help integrate these daily self-care skills appropriately into his daily routine, and to build his independence. He requires 24hrs staffing to ensure his health & safety needs are being met. Matthew requires complete caregiver assistance to respond to any and all emergency situations. If someone yelled at him or mistreated him, it was reported that he would not say or do anything. He would continue to go back to the situation. Matthew is vulnerable to others because he will do what people ask and is not able to report to his mother or caregivers any form of abuse. His caregivers will monitor for changes in behavior and affect. He is at risk of self-neglect in the above checked areas. Matthew's mother, Jennifer Madson, is his guardian.

Communications: VISION: None reported. HEARING: None reported. COMMUNICATION: Matthew is nonverbal. He has a communication device, Novachat, to interact with others. He is still learning how to use his device. The school speech therapist is working with him to learn how to use it and integrate it into his everyday life. He uses it more at school than home at this time. He will carry it with him when at home but does not always initiate conversations with his device at this time. He is encouraged to use the device but not pushed. He will also write on a piece of paper what he needs, if prompted. Matthew tries to verbalize some words. His mother understands his words and his gestures. Other people who are familiar with him may be able to understand him also. SENSORY INTERGRATION: He has sensory concerns in the above checked areas. It was reported that loud noises and

crowds bother him a lot, the crowds more than noises. SUPPORTS NEEDED: Matthew requires complete caregiver assistance to respond to any and all emergency situations. He requires caregiver assistance with maintaining his communications device.

Employment/Training/Skill Building: Matthew Hutchinson is 21-year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. He needs support to complete the tasks thoroughly, to help integrate these daily self-care skills appropriately into his daily routine, and to build his independence. He requires 24hrs staffing to ensure his health & safety needs are being met. Matthew graduated Harding High school, attended Focus Beyond for his Transition program. He has an IEP through St Paul Public schools to address his education needs. He is currently attend at PAI. His parents would like him to have employment services while he is attending PAI. They would like him to work with employment supports. He would need an ongoing job coach and a crew of coworkers to help support him with his work tasks. Matthew would also need transportation services to and from his place of employment. He is not interested in volunteer opportunities. Matthew's mother, Jennifer Madson, is his guardian.

Supportive Services: Matthew Hutchinson is 21-year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. He needs support to complete the tasks thoroughly, to help integrate these daily self-care skills appropriately into his daily routine, and to build his independence. He requires 24hrs staffing to ensure his health & safety needs are being met. Matthew lives with his family in St Paul. Matthew and his parents want him to continue living with his family. He likes his home. His mother also reported their home is full of fun, laughter and they respect each other, and Matthew is very comfortable in his home. Matthew's mother, Jennifer Madson, is his guardian.

Self-Direction: Matthew Hutchinson is 21-year-old male who lives with his family in their home in St. Paul. He currently receives services through Consumer-Directed Community Supports with the Developmental Disabilities waiver from Ramsey County. He needs support to complete the tasks thoroughly, to help integrate these daily self-care skills appropriately into his daily routine, and to build his independence. He requires 24hrs staffing to ensure his health & safety needs are being met. Matthew's mother, Jennifer Madson, is his guardian. They are happy with their current services.

Caregiver/Parent Support:

RECOMMENDED REFERRALS

Self-Direction: Referrals Needed: Disability Linkage Line® (1-866-333-2466)

INFORMAL CAREGIVERS

Name	Caregiver Relationship	Lives with Person	Caregiver Role	Type of Care
Jenny Madson	Guardian/Legal Representative	<input checked="" type="checkbox"/>	Primary Caregiver	<input checked="" type="checkbox"/> ADLs <input checked="" type="checkbox"/> IADLs <input checked="" type="checkbox"/> Habilitation <input checked="" type="checkbox"/> Community Access <input checked="" type="checkbox"/> Supervision <input checked="" type="checkbox"/> Social Interaction <input checked="" type="checkbox"/> Health & Medical

Notes/Comments

RISKS

How will Health and Safety Issues be Addressed?

Matthew requires 24hrs staffing to ensure his health and safety needs are being met. Matthew requires complete caregiver assistance to respond to any and all emergency situations. Matthew is vulnerable to others because he will do what people ask and is not able to report to his mother or caregivers any form of abuse. His caregivers will monitor for changes in behavior and affect. He is at risk of self-neglect in the above checked areas.

NEXT STEPS:

- You will work with an assessor or case manager to develop a Coordinated Services and Supports Plan for the public program you have chosen.**
- We are waiting for:**
- For help locating services and supports options in this Community Support Plan, these are resources you can contact:**
 - www.Minnesotahelp.info
 - Disability Linkage Line® (Hub) 866-333-2466
 - Senior LinkAge Line® (SLL) 800-333-2433
 - Veterans Linkage Line™ (VLL) 888-546-5838

Comments:

APPEAL INFORMATION

If you are dissatisfied with the county agency/tribe or managed care organization's action, or feel they have failed to act on your request for home and community based services, you have the right to appeal within 30 days to your agency*, or write directly to:

Minnesota Department of Human Services Appeals Office
P. O. Box 64941
St. Paul, MN 55164-0941

Call:
Metro: 651-431-3600 (Voice)
Outstate: 651-657-3510
TTY: 800-627-3529
Fax: 651-431-7523

Online filing:
<http://edocs.dhs.state.mn.us/lfserver/Public/DHS-0033-ENG-eform>

If you want to have your services continue during an appeal, you must file within 10 days after you receive a notice from your agency about a reduction, denial or termination of your services.

If you show good cause for not appealing within the 30-day limit, the state agency can accept your appeal for up to 90 days from the date you receive the notice.

* If you are enrolled in a managed care organization you also have the option to appeal directly with your managed care organization.

What if I feel I have been discriminated against?

Discrimination is against the law. You have the right to file a complaint if you believe you were discriminated against because of race, color, national origin, religion, creed, sex, sexual orientation, public assistance status, age or disability. To file a complaint, contact:

- Minnesota Department of Human Services
Equal Opportunity and Access Division
P.O. Box 64997
St. Paul, MN 55164-0997
Call 651-431-3040 (voice); or Minnesota Relay at 711 or 800-627-3529 (toll-free).
- Minnesota Department of Human Rights
Freeman Building
625 N. Robert St.
St. Paul, MN 55155
Call 651-539-1100 (voice), 651-296-1283 (TTY) or 800-657-3704 (toll-free).

U.S. Department of Health and Human Services' Office for Civil Rights prohibits discrimination in its programs because of race, color, national origin, disability, age, religion or sex. Contact the federal agency directly at U.S. Department of Health and Human Services Office for Civil Rights, Region V, 233 N. Michigan Ave. Suite 240, Chicago, IL, 60601. Call 312-886-2359 (voice), 800-537-7697 (TTY) or 800-368-1019 (toll-free).

651-431-2400 or 800-747-5484

Attention. If you need free help interpreting this document, call the above number.

ملاحظة: إذا أردت مساعدة مجانية لترجمة هذه الوثيقة، اتصل على الرقم أعلاه.

កំណត់សំគាល់ ។ បើអ្នកត្រូវការជំនួយក្នុងការយល់ព្រមនៃឯកសារនេះ ទូរស័ព្ទតាមលេខខាងលើ ។

Pažnja. Ako vam treba besplatna pomoć za tumačenje ovog dokumenta, nazovite gore naveden broj.

Thov ua twb zoo nyeem. Yog hais tias koj xav tau kev pab txhais lus rau tsab ntaub ntawv no pub dawb, ces hu rau tus najnpawb xov tooj saum toj no.

ໂປຣດຊາບ. ຖ້າທ່ານ ທ່ານຕ້ອງການການຊ່ວຍເຫຼືອໃນການແປເອກະສານນີ້ພໍລີ, ຈົ່ງໂທໄປທີ່ພາຍເລກຂ້າງເທິງນີ້.

Hubachiisa. Dokumentiin kun bilisa akka siif hiikamu gargaarsa hoo feete, lakkoobsa gubbatti kenname bibili.

Внимание: если вам нужна бесплатная помощь в устном переводе данного документа, позвоните по указанному выше телефону.

Digniin. Haddii aad u baahantahay caawimaad lacag-la'aan ah ee tarjumaadda qoraalkan, lambarka kore wac.

Atención. Si desea recibir asistencia gratuita para interpretar este documento, llame al número indicado arriba.

Chú ý. Nếu quý vị cần được giúp đỡ dịch tài liệu này miễn phí, xin gọi số bên trên.

LB3-00008 (3-13)

This information is available in accessible formats for individuals with disabilities by calling 651-431-2600, toll-free 800-882-6262, or by using your preferred relay service. For other information on disability rights and protections, contact the agency's ADA coordinator.

ABOUT ME

MATTHEW R HUTCHINSON

Assessment Date: 07/12/2021

Plan Dates: 09/01/2021 to 08/31/2022

Developed by: Raymond Castro (612) 723-4486

Address: 1608 E 6th Street

St Paul, MN 55106

County:

Home: (651) 778-9331

Work:

Other: (612) 578-5720

General Plan Notes:

Raymond Castro, Ramsey County CADI Case Manager (CM) Adds:

Waiver Program: Matthew receives DD Waiver/CDCS funded services through Ramsey County. Matthew's DD Waiver opened on July 1, 2009.

Annual Visit Date: CM met with Matthew at his PAI Day Support Services/Prevocational program in White Bear Lake on July 29, 2021 at 12 PM. Matthew and CM were joined by Jenny Madson, Matthew's mother/guardian/CDCS Support Planner, Scott Madson, Matthew's step-father, and Courtney Kelly, PAI Program Supervisor.

(Mrs. Madson provided answers to the following questions on Matthew's behalf due to Matthew being nonverbal.)

Hopes, Dreams, and Aspirations:

Mrs. Madson voiced that she wanted Matthew to continue to have the opportunity to live a fulfilling life, to be successful in the community, and to be as independent as possible. Mrs. Madson wants Matthew to feel he has a community he belongs to. She also wants him to make new friends, including friends at PAI. Mrs. Madson hopes Matthew can avoid a life filled with anxiety and uncertainty. She hopes Matthew's life is fun and fulfilling overall.

Housing Discussion: Mrs. Madson voiced that she plans for Matthew to continue living at his family home in St. Paul for the foreseeable future. Mrs. Madson reported that she found Matthew's current housing placement to be integrated as he has access to different community activities and resources, including PAI. CM reminded Mrs. Madson that he could support her with searching for different supported housing placements in the future, as needed or requested.

Community Integration: Mrs. Madson reported that Matthew enjoyed attending PAI five days a week, going on walks around his neighborhood with Mr. Madson, going to Dairy Queen, visiting the train museum, visiting his grandfather at his retirement community, using his computer, riding the green line, and swimming. Matthew also enjoys having "dance parties" at home while watching his favorite shows on his computer and iPad. As things have begun to improve with Covid 19, and due to Matthew receiving his vaccinations, he's been able to participate in more community-based activities. However, Mrs. Madson must make sure that Matthew is following Covid 19 safety precautions while in the community.

Competitive Employment: Matthew is periodically offered minimum wage packaging and assembly jobs when they become available at PAI. Matthew has been offered work once since his intake in June of 2021. Matthew agreed to work the first day the job was available but decide to not work the following day. Mrs. Madson believes that it will take some time for Matthew to become comfortable working at PAI. PAI has multiple production contracts but is not able to predict when they will receive work from their suppliers. PAI will offer each job to Matthew as they become available. They will also try to notify Matthew and Mrs. Madson when they will be receiving work with as much forewarning as possible. Matthew does best when he is made aware of changes to his routine with ample notice. In the future, and if Matthew would like to do so, Mrs. Madson would like Matthew to participate in PAI's Employment Development program to assist him with searching for independent community employment. For the time being, Mrs. Madson would like Matthew to continue engaging in packaging and assembly jobs at PAI as they become available.

Routines and Rituals: During a typical day, Mrs. Madson stated that Matthew will wake up each morning, eat breakfast, make his bed, and get dressed. He will use his computer each morning to engage in different activities until it is time for him to go to PAI. Matthew will make sure his backpack is packed and he has his mask on before boarding his van ride to PAI. When Matthew returns home, he will complete different activities on his computer and iPad and spend time with his parents. Matthew will eat dinner with his parents. At the end of the day, Matthew makes sure all of his electronics are charging for the next day, including his iPad and computer. Matthew will put on his pajamas, brush his teeth, and go to bed. Currently, Matthew attends PAI five days a week, Monday through Friday. Mrs. Madson also ensures that Matthew attends community-based appointments, as scheduled. Mrs. Madson will take Matthew to visit his grandfather at his retirement community from time to time.

Strengths, Skills, and Abilities: Mrs. Madson requested that CM copy the wording from Matthew's previous year's CSSP. Mrs. Madson informed CM that Matthew's strengths include computer navigation, reading, his ability to follow directions when presented with the right task and guided by one person, his willingness to participate in different activities, and his ability to adjust to subtle changes in his routine when given forewarning of the change. Furthermore, Mrs. Madson voiced that Matthew is funny, makes the people around him happy, is compassionate, and kind. Matthew is also generally happy each day. Mrs. Madson informed CM that Matthew's ability to adapt to change has greatly improved over the years.

Natural Supports: Matthew receives formal and informal supports from his mother and stepfather, Jenny and Scott Madson. Mrs. Madson is Matthew's guardian, caregiver, and CDCS Support Planner. The Madsons ensure that Matthew's self-care and independent living needs are met each day. Matthew also receives informal emotional and mental health supports from his sister, Megan Hutchinson, and his grandfather, Larry Nadeau. Mrs. Madson makes sure Matthew can visit his grandfather at his retirement community on a regular basis.

Cultural and Medical Preferences: Mrs. Madson states that she does not have any cultural or medical preferences for Matthew at this time. She reported that St. John's was Matthew's hospital of choice.

Summary of Waiver Services: Matthew currently receives DD Case Management and Case Management Aide services from People

Incorporated. Matthew's DD Case Manager supports Matthew and Mrs. Madson with coordinating and managing his CDCS budget. CM reviews and approves Matthew's CDCS Support Plan each year. CM ensures that all CDCS program rules are followed. CM also submits Matthew's DD Waiver service agreement to Ramsey County and creates service rates for Matthew's Day Support/Prevocational services through PAI. CM also completes vendor agreements for PAI and any other outside providers that work with Matthew. CM runs service rates for Matthew's services through PAI in MnCHOICES and gives them to Mrs. Madson so she can add the funding to Matthew's CDCS Support Plan. CM also reviews and approves CDCS addendums, as needed. Through his CDCS Support Plan, Matthew receives services to help manage his independent living and self-care needs, including Paid Parent of Adult Services, Support Services, Prevocational Services, and Day Support/Transportation services. Matthew also receives service funding to pay for five yearly CDCS staffing background checks that are processed through Matthew's FMS provider, Lifeworks.

Informed Choice: CM provided information and clarification on the different choices and services available to Matthew and Mrs. Madson. CM is not directly involved in planning Matthew's support plan or determining what services he will receive as he is a CDCS client. Nevertheless, CM would be available to support Mrs. Madson with finding service providers, as needed or requested.

Tony Kang, Ramsey County MnCHOICES Certified Assessor, adds:

Program Type: Matthew is on DD Waiver with CDCS services.

Case Management:

Raymond O. Castro, Case Manager

People Incorporated

2060 Centre Pointe Blvd, Suite 3

St. Paul, MN 55120

(612) 522-7055 ext. 2617

(612) 522-7073 (fax); Raymond.Castro@peopleincorporated.org

Goals and Dreams: Guardian/Jennifer reported that she would like Matthew to enjoy his life, to be a productive member of society, and to live a productive life. She hopes that Matthew would like his PAI/DT&H program.

What is important to Matthew: Guardian reported that family, computer, iPad and maintaining a routine are important to Matthew. She reported that it was very important to Matthew to maintain a routine. It is very important to give Matthew as much forewarning as possible, and It is important to Matthew to know what to expect will happen each day.

What should Matthew's support team know about Matthew before working with him?: Matthew's support team members will be familiar with his personal strengths, to know that he is most successful when he knows what to expect, to provide him with a clear schedule each day, and to provide him with as much forewarning as possible if Matthew must deviate from that schedule.

Routines and Rituals: Guardian reported Matthew watches different videos on the internet and actively engages in activities presented in the videos such as dancing. Guardian/caregivers will also support Matthew with developing his independent living skills such as folding his laundry, cooking simple meals in the microwave, taking out the trash, and other independent activities of daily living.

Social, Leisure, and Religious Activities: Matthew enjoys using his computer, iPad, going on walks, bowling, riding the Green Line, swimming, and going on car rides. Matthew's grandfather also began eating dinner with Matthew and his family once a while.

Strengths: Computer navigation, reading, his ability to follow directions when presented with the right task and guided by one person, his willingness to participate in different activities, and his ability to adjust to subtle changes in his routine when given forewarning of the change. Matthew is funny and makes people around him happy. Matthew is also generally happy each day."

Housing: Jennifer reported that she found Matthew's current housing placement to be integrated as he has access to different community activities and resources. She indicated that there are no current plans to move Matthew into an alternative housing placement at this time. When the time is right, parents/guardians will work with Matthew's support team to search for alternative

housing that meets his needs.

Employment: Matthew is currently attends PAI/DT&H program and hopes he will learn and gains the employment skills from there.

PERSON INFORMATION

Date of Birth: 09/07/1999 **Age:** 21 yrs

Emergency Contacts

Name	Relationship	Phone
Jennifer Madson , mother	Guardian/Legal Representative	(612) 578-5720
Scott Madson, step father	Parent	(612) 790-4338

Notes/Comments

Decision Making Representatives

Name	Type of Authority	Address	Phone
Jennifer Madson	Private Guardian	1608 E 6th Street, St Paul MN 55106	(651) 778-9331

Notes/Comments

Health Insurance & Payers

Is the person certified disabled by Social Security or through the State Medical Review Team (SMRT) process? Yes

Is the person on medical assistance? Yes

Type	Describe	Policy Number	Effective Date
Medical Assistance	MA / DC	02727371	07/01/2018

Notes/Comments

Providers

Health Care Providers	Phone	Comments
Primary Physician	(651) 739-5050	Dr Mark Steinhauser / Family Health Services. 2716 Upper Afton Rd, Maplewood MN 55119

Notes/Comments**WHAT'S IMPORTANT TO THE INDIVIDUAL****Short and Long-Term Goals**

Goal Statement	Target Date	Provider & NPI (if applicable)	Frequency of Reporting
Matthew would like to follow his CDCS support plan with the assistance of his mother/guardian/CDCS Support Planner, Jenny Madson, and his other CDCS support staff to ensure his self-care, independent living, and safety needs are being met each day.	08/31/2022	LIFEWORKS FSE -- A014098800	Semi-Annually

Short and Long-Term Goals

Goal Statement	Target Date	Provider & NPI (if applicable)	Frequency of Reporting
Matthew would like to follow his CDCS support plan with the support of his mother/guardian/CDCS Support Planner, Jenny Madson, and his other CDCS support staff to work on increasing his community integration, to participate in different community-based activities, and to improve his overall communication skills.	08/31/2022	LIFEWORCS FSE -- A014098800	Semi-Annually
Mathew would like to attend his Day Support/Prevocational Services programing at PAI each day to increase his employment skills, to engage in different enrichment activities, to socialize with his peers and PAI Staff, and to increase his community integration.	08/31/2022	PHOENIX ALTERNATIVES INC-COMMERCE -- A984668900	Semi-Annually
Matthew would like to try each minimum wage production job that is offered to him at PAI when they become available.	08/31/2022	PHOENIX ALTERNATIVES INC-COMMERCE -- A984668900	Semi-Annually
Matthew would like to increase his communication and independent living skills by using his communication device to order food items during community outings and by warming up his lunch in the microwave independently with the support of PAI Staff.	08/31/2022	PHOENIX ALTERNATIVES INC-COMMERCE -- A984668900	Semi-Annually

Short and Long-Term Goals

Goal Statement	Target Date	Provider & NPI (if applicable)	Frequency of Reporting
Matthew would like to continue living at his family home in St. Paul for the foreseeable future. CM will be available to support Matthew and Mrs. Madson with searching for supportive housing placements, as needed or requested.	08/31/2022		Semi-Annually

Action Steps for Goals:

What will the person do?

Matthew will continue to work with formal and informal supports to build and maintain the skills necessary for him to reach his goals.

CM adds:

1. Matthew would like to follow his CDCS support plan with the support of his mother/guardian/CDCS Support Planner, Jenny Madson, to ensure his daily needs are being met and he is working toward the achievement of his current goals.
2. Matthew would like to participate in different community outings and social leisure activities, with the support of his CDCS and PAI Staff, to assist him with increasing his employment skills, independent living skills, social skills, and community integration.
3. Matthew would like to continue participating in his PAI Day Support/Prevocational Services program five days a week.
4. Matthew would like to engage in different social leisure activities he enjoys ensuring he remains happy and content with his life.
5. Matthew would like to continue living at his family home in St. Paul for the foreseeable future.

What will the case manager do?

Case manager will work closely with Matthew, guardian and the team to ensure he meets his needs, safe and healthy.

CM adds:

Matthew's CM will contact Matthew, his mother/guardian/CDCS Support Planner, Jenny Madson, and his support team on a periodic basis, as needed, to review his progress toward his goals and to address any concerns they may have. Matthew's CM will meet with Matthew and Mrs. Madson, in person, at least two times per year. Matthew's CM will support Mrs. Madson with making and processing changes to Matthew's CDCS support plan/budget, with finding service providers that meet Matthew's needs, and with answering questions Mrs. Madson may have about the CDCS program. Matthew's CM will remain in contact with Matthew's service providers and support team to ensure his services are appropriately implemented and his goals and needs are being met. CM will help arrange and monitor services on Matthew's behalf so they are delivered in a person centered way. CM will support Mrs. Madson with addressing any MA or service eligibility concerns she may have as they arise.

What will others do?

1. Matthew's parents/guardian will provide informal supports to ensure his health and safety needs are met, as well as help him build and maintain all skills for his goals.
2. Matthew's guardian will continue to exercise her powers and responsibilities, unless stated differently in the guardianship order, of: establishing place of abode (residential); care, comfort and maintenance needs; personal property; medical care; contracts; exercise supervisory authority; and assure eligibility for government benefits; She will complete her annual filing responsibilities as mandated by the court. She will work with Matthew to build and maintain all skills to meet his goals.
3. Representative Payee/Mother will continue to assist with money management; assist with completion of all documents to maintain eligibility for state and federal benefit programs.

CM adds:

Mrs. Madson will complete and submit all CDCS related documentation in a timely manner to ensure Matthew's CM is able to review and submit the documentation by the time of Matthew's waiver renewal date. Mrs. Madson will complete a Community Support Plan, a Habilitative Outcome Plan Worksheet, Job Descriptions for CDCS Staff, a Staff Schedule, and a Health and Safety Plan for Matthew's DD/CDCS waiver renewal each year. Mrs. Madson will make changes to Matthew's CDCS budget and support plan, as needed, by completing and submitting an Addendum to the Community Support Plan form to Matthew's CM so he is able to review the form and submit it to Ramsey County for final approval. Mrs. Madson will remain in contact with Matthew's CM to address any concerns she may have about Matthew's support plan or service providers. Mrs. Madson will notify Matthew's CM if she requires assistance with finding a new service provider. Mrs. Madson will work with Lifeworks to ensure she is following CDCS budgetary requirements.

What will the provider do?

The providers will continue to provide the approved hours of support and the supervising agency will continue to supervise to make sure his care plan services are being met.

PAI will continue to provide Matthew's with the opportunity to build all of his employment skills and works with him toward a job placement.

CM adds:

1. Matthew's CDCS funded support staff will follow the CDCS support plan created by Mrs. Madson to ensure Matthew's services are being appropriately implemented and his goals and needs are being meet.
2. Lifeworks will ensure that Mrs. Madson's CDCS service budget is being followed appropriately and is implemented according to CDCS policy. Lifeworks will also notify CM and Mrs. Madson if she is running low on service funding to prevent Matthew from running out of funding before his DD waiver renewal date. Lifeworks will also complete background checks of CDCS support staff, periodically and as needed, according to CDCS policy.
3. PAI Staff will support Matthew with meeting his current goals, including: improving his employment skills, improving his community integration and socialization skills, improving his ability to warm up lunch in the microwave independently, and improving his ability to utilize his communication device to order food items during community outings.

SUMMARY OF PROGRAMS AND SERVICES

Program Type Developmental Disability Waiver	Start Date 09/01/2021	End Date 08/31/2022	Annual Amount \$83,571.70	Total Plan Cost \$100,283.76	Avg Monthly \$8,356.98
Case Manager/Care Coordinator Raymond Castro		Case Manager/Care Coordinator Provider ID M458615400		Responsible Party Name	
Program Notes					

Service							
CDCS Background Check - Per Print							
Start Date 09/01/2021	End Date 08/31/2022	Procedure Code T2040	Frequency 5-Flexible Use	Units 5	Rate \$25.00	Avg Monthly \$10.42	Total Service \$125.00
NPI/UMPI M917673800	Status Pending	Provider Name LIFEWORCS SERVICES INC FMS		Funding Source DD Waiver		County of Service Ramsey	
Areas of Need Quality of Life, Health Related/Medical, Cognitive and Behavior Supports, Personal Security, Communications, Employment/Training/Skill Building, Supportive Services, Self-Direction, Caregiver/Parent Support, Personal Assistance, Home Management							
Support Instructions As part of the CDCS program, Matthew must be provided with funding for five background checks each year to ensure staff funded through his CDCS budget meet required eligibility requirements to work with him. Lifeworks will complete the background checks on Matthew and Mrs. Madson's behalf, as needed.							

Service Notes

Matthew receives funding for five CDCS Background Checks each year to ensure his staff is certified and eligible to work with Matthew's and provide him with direct supports. Each CDCS Background Check costs \$25 for a total budget of \$125 during his 9/1/2021 - 8/31/2022 service span.

It is important for Matthew to receive supportive services from family members and other individuals he is familiar with and feels comfortable working with. It is important to Matthew's guardian, Jenny Madson, to have the ability to hire staff and service providers that she knows are able to pass a background check and will meet Matthew's health and safety needs.

Service							
Case Management - 15 Minutes							
Start Date 09/01/2021	End Date 08/31/2022	Procedure Code T1016 UC	Frequency 5-Flexible Use	Units 150	Rate \$23.19	Avg Monthly \$289.88	Total Service \$3,478.50
NPI/UMPI A777640300	Status Pending	Provider Name PEOPLE INCORPORATED		Funding Source DD Waiver		County of Service Ramsey	
Areas of Need Supportive Services, Quality of Life							
Support Instructions Matthew requires to have a DD/CDCS CM to participate in the CDCS Waiver program. Matthew's CM will contact Matthew, his mother/guardian, Jenny Madson, and his support team on a periodic basis, as needed, to review his progress toward his goals and to address any concerns they may have. Matthew's CM will meet with Matthew and Mrs. Madson, in person, at least two times per year. Matthew's CM will support Mrs. Madson with making and processing changes to Matthew's CDCS support plan/budget, with finding service providers that meet Matthew's needs, and with answering questions Mrs. Madson may have about the CDCS program. Matthew's CM will remain in contact with Matthew's service providers and support team to ensure his services are appropriately implemented and his goals and needs are being met. CM will help arrange and monitor services on Matthew's behalf so they are delivered in a person centered way. CM will support Mrs. Madson with addressing any MA or service eligibility concerns she may have as they arise.							

Service Notes

Matthew is authorized to receive 150 fifteen minute units (37.5 hours a year) of DD/CDCS Case Management services, from People Incorporated, at the unit cost of \$23.19 and a total service budget of \$3,478.50 during his current 9/1/2021 - 8/31/2022 service span.

It is important to Matthew to maintain his DD/CDCS waiver and service funding active so he can continue to receive his supportive services to meet his different goals and needs. It is important to Matthew and his mother/guardian, Jenny Madson, that his CM addresses any service concerns that may arise in a timely manner.

Service							
Case Management Aide (Paraprofessional) - 15 Minutes							
Start Date 09/01/2021	End Date 08/31/2022	Procedure Code T1016 TF UC	Frequency 5-Flexible Use	Units 24	Rate \$9.39	Avg Monthly \$18.78	Total Service \$225.36
NPI/UMPI A777640300	Status Pending	Provider Name PEOPLE INCORPORATED		Funding Source DD Waiver		County of Service Ramsey	
Areas of Need Quality of Life, Supportive Services							
Support Instructions Matthew's CM needs the periodic assistance of a Case Management Aide to complete certain administrative duties such as filling, data entry, and phone contacts.							
Service Notes Matthew is authorized to receive 24 fifteen minute units (6 hours a year) of Case Management Aide services, from People Incorporated, at a unit rate of \$9.39 and a total service budget of \$225.36 during his current 9/1/2021 - 8/31/2022 service span. It is important to Matthew to maintain his DD/CDCS waiver and service funding active so he can continue to receive his supportive services to meet his different goals and needs. It is important to Matthew and his mother/guardian, Jenny Madson, that his DD/CDCS CM addresses any service concerns that may arise in a timely manner.							

Service							
Consumer Directed Community Supports: (CDCS) (Decremental) - per Month							
Start Date 09/01/2021	End Date 08/31/2022	Procedure Code T2028	Frequency 5-Flexible Use	Units 1	Rate \$96,454.90	Avg Monthly \$8,037.91	Total Service \$96,454.90
NPI/UMPI M917673800	Status Pending	Provider Name LIFEWORCS SERVICES INC FMS		Funding Source DD Waiver		County of Service Ramsey	
Areas of Need Quality of Life, Health Related/Medical, Cognitive and Behavior Supports, Personal Security, Communications, Supportive Services, Self-Direction, Caregiver/Parent Support, Personal Assistance, Home Management							
Support Instructions Mrs. Madson creates a CDCS Community Support Plan each year explaining how Matthew's CDCS service funding will be utilized to meet Matthew's current goals and needs. Mrs. Madson also completes a Habilitative Outcome Worksheet, Job Description for CDCS Staff forms, and a Health and Safety Plan each year further explaining how Matthew's CDCS funded services are provided to ensure his current goals and needs are being addressed. Mrs. Madson will make sure to include the DHS approved Day Support/Prevocational Services rates for Matthew's services through PAI. Lifeworks will continue to manage Matthew's annual CDCS budget and pay service providers at their approved service rates. Lifeworks will ensure that Matthew's CDCS budget of \$96,454.90 (30% exception increase included) is used appropriately by Mrs. Madson and Matthew's service providers. For more information on how Matthew's needs and goals are being addressed, please refer to his CDCS Support Plan and supporting documentation.							

Service Notes

Matthew is authorized to receive an annual CDCS budget of \$96,454.90 (30% exception increase included) to be utilize by Matthew and his mother/guardian/CDCS Support Planner, Jenny Madson, to ensure Matthew's goals and needs are being met with the support of different CDCS funded support staff and DD Waiver services.

It is important to Matthew to maintain his DD/CDCS waiver and service funding active so he can continue to receive his supportive services to meet his different goals and needs. It is important to Matthew's mother/guardian, Jenny Madson, that Lifeworks is supporting her with appropriately managing Matthew's CDCS budget and following DHS and Ramsey County policies pertaining to the CDCS Waiver program.

RISKS

How will Health and Safety Issues be Addressed?

Matthew requires 24hrs staffing to ensure his health and safety needs are being met. Matthew requires complete caregiver assistance to respond to any and all emergency situations. Matthew is vulnerable to others because he will do what people ask and is not able to report to his mother or caregivers any form of abuse. His caregivers will monitor for changes in behavior and affect. He is at risk of self-neglect in the above checked areas.

The following table documents and acknowledges any risks that exist based on identified remaining needs above.

Identified risk and choice regarding services	Negative outcome that may result	Alternative measure that may be implemented
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Identified risk and choice regarding services	Negative outcome that may result	Alternative measure that may be implemented
Matthew requires a 24 hour plan of care to ensure his health and safety needs are being met.	Matthew would not take the appropriate steps to ensure his safety while at home or in the community.	Mathew has a 24 Hour Plan of Care and is never left unsupervised while at home or in the community. Matthew requires complete caregiver assistance to respond to any and all emergency situations.
Matthew is a vulnerable adult. He is at risk of being neglected, abused, and exploited by others. If someone yelled at him or mistreated him, it was reported that he would not say or do anything to protect himself. Matthew is vulnerable to others because he will do what people ask and is not able to report to his mother/guardian or caregivers that he has been abused.	Matthew may not recognize when someone could take advantage of him financially or understand how to avoid high risk situations. Matthew may not be able to protect himself or fully understand physical, emotional, or sexual abuse has occurred.	Venerable Adult: Please see summary section
Matthew is not able to freely leave their home at this time to participate in community based social leisure activities due to risks related to the Covid 19 pandemic.	Matthew has a higher chance of contracting Covid 19 if he doesn't follow social distancing and safety recommendations.	Covid 19: Please see summary section

Summary plan/agreement reached to address the identified risks:

Alternative measure that may be implemented: Vulnerable Adult

Matthew has a 24 Hour Plan of Care and is never left unsupervised while at home or in the community. Matthew's mother/guardian and his support staff will observe, intervene when necessary, and work with Matthew to build his own awareness of potential risks that could lead to physical, emotional, sexual, or financial abuse. If made aware that abuse has occurred or if abuse is suspected to have occurred, his mother/guardian and service providers are mandated reports and will file a report with the Minnesota Adult Abuse Reporting Center (MAARC) within 24 hours of being informed of the abusive situation.

Alternative measure that may be implemented: Covid 19

With the support of his mother/guardian and service providers, Thomas will adhere to social distancing recommendations of staying at home as much as possible, by staying at least 6 feet away from others while in the community when possible, by washing his hands regularly, by avoiding touching his face, and by wearing protective masks, if possible, while outside of his home. Matthew's PAI Staff will also support Matthew with following their Covid 19 preparedness plan. Matthew will not attend PAI if he were to experience symptoms of Covid 19 or test positive for the virus.

Emergency & Back Up Plans**Plan for unforeseen events (e.g, weather, storms, power outages)**

Matthew's family, PAI Staff, and CDCS funded staff will ensure that Matthew will be directed to a place of safety during a unforeseen emergency. Matthew's family and support staff provide a 24-hour plan care, with overnight awake supervision, to ensure Matthew's health and safety needs are being met and he receives the appropriate assistance during an unforeseen emergency. Matthew's family and support staff will physically direct Matthew to safety, as needed. Matthew's family and support staff will call 911, as needed, to address emergency situations as they arise.

Key Contact Name	Relationship	Phone Number
Jennifer Madson	Mother/Guardian	(517) 364-9246
Scott Madson	Step-Father	(651) 778-9331

Plan for emergency health events

Matthew's family, PAI Staff, and CDCS funded staff will ensure that Matthew receives the appropriate emergency services during a health related event. Matthew's family and support staff provide a 24-hour plan care, with overnight awake supervision, to ensure Matthew's health and safety needs are being met and he receives the appropriate assistance during an unforeseen health related emergency. Matthew's family and support staff will call 911, as needed, to address medical emergency situations as they arise.

Key Contact Name	Relationship	Phone Number
Jennifer Madson	Mother/Guardian	(517) 364-9246
Scott Madson	Step-Father	(651) 778-9331

Plan for unavailable staffing that puts the person at risk

If regularly scheduled staff is not available, Matthew's guardian, step-father, other family/friends, and/or Matthew's PAI staff will make arrangements for his care. Matthew's family and support staff provide a 24-hour plan care, with overnight awake supervision, to ensure Matthew's health and safety needs are being met and he receives the appropriate assistance during an unforeseen emergency situation. Matthew's family and support staff will call 911, as needed, to address emergency situations as they arise.

Key Contact Name	Relationship	Phone Number
Jennifer Madson	Mother/Guardian	(517) 364-9246
Scott Madson	Step-Father	(651) 778-9331

Coordinated Services and Supports Plan Signature Sheet

NAME Matthew Hutchinson	ASSESSMENT ID	DATE 7/29/21
CASE MANAGER, CERTIFIED ASSESSOR OR CARE COORDINATOR Raymond Castro	TELEPHONE NUMBER 612-723-4486	EXT.

This document confirms I:

- Received required information
- Participated in the development of my plan
- Was given choices about the services I will receive from programs provided through the Minnesota Department of Human Services.

Materials shared

I received information about:

Data privacy practices, which explain my right to confidentiality (DHS-4839E [PDF] or agency's form)	<input checked="" type="radio"/> Yes <input type="radio"/> No
Minnesota Health Care Programs, DHS-3182, (PDF)	<input checked="" type="radio"/> Yes <input type="radio"/> No
My right to appeal (DHS-1941 [PDF] or agency's form)	<input checked="" type="radio"/> Yes <input type="radio"/> No
Other information, such as	<input type="radio"/> Yes <input type="radio"/> No

Creating my Coordinated Services and Supports Plan (CSSP)

I was given a choice between receiving services in the community or in an institution.	<input checked="" type="radio"/> Yes <input type="radio"/> No
I was able to invite who I wanted to come to my planning meeting.	<input checked="" type="radio"/> Yes <input type="radio"/> No
I participated in developing my plan for receiving services.	<input checked="" type="radio"/> Yes <input type="radio"/> No
I was given choices of different types of services that could meet my assessed needs as indicated on the Community Support Plan Worksheet I received and through discussion with my case manager.	<input checked="" type="radio"/> Yes <input type="radio"/> No
I was offered a choice of services, supports and providers.	<input checked="" type="radio"/> Yes <input type="radio"/> No
I agree with the services, supports and providers indicated in my plan.	<input checked="" type="radio"/> Yes <input type="radio"/> No
I understand if I do not agree with any part of my written support plan, I can call my case manager, assessor or care coordinator to discuss and make corrections as needed. I also understand I have the right to appeal any decision I disagree with.	<input checked="" type="radio"/> Yes <input type="radio"/> No
I understand my case manager, assessor or care coordinator will send this signature page to me with my written plan.	<input checked="" type="radio"/> Yes <input type="radio"/> No
My Coordinated Services and Supports Plan will be shared with the following people/providers for planning and coordination: PAI, Future Service Providers	<input type="radio"/> Yes <input type="radio"/> No

PCA and Alternative Care/waiver programs

If I am eligible for both personal care assistance (PCA) services **and** an Alternative Care/waiver program (such as the Developmental Disabilities (DD) Waiver, Community Access for Disability Inclusion (CADI) Waiver, etc.), I choose:

To use all of my PCA services in addition to other services/supports as written in my plan.	<input type="radio"/> Yes <input type="radio"/> No
To use other services/supports as an alternative to _____ minutes of PCA services. I will use _____ minutes of PCA services.	<input type="radio"/> Yes <input checked="" type="radio"/> No

NOTE: If I choose to change this decision, I will call my case manager or care coordinator.

Rule 185 DD/RC case management recipients

This section only is for Rule 185 developmental disabilities/related conditions (DD/RC) case management recipients who want to waive their annual MnCHOICES reassessment.

I only receive developmental disabilities case management or developmental disabilities case management with non-Medicaid funded services such as semi-independent living services (SILS).	<input type="radio"/> Yes <input type="radio"/> No
I understand that MnCHOICES is an annual assessment for long-term services and supports.	<input type="radio"/> Yes <input type="radio"/> No
I understand I have the right to request and receive a MnCHOICES assessment at any time.	<input type="radio"/> Yes <input type="radio"/> No
My case manager has explained to me how MnCHOICES could help me evaluate my needs and learn about possible support options available to me.	<input type="radio"/> Yes <input type="radio"/> No
I have been given a copy of the MnCHOICES brochure.	<input type="radio"/> Yes <input type="radio"/> No
My needs have not changed since my last assessment and Coordinated Services & Supports Plan (CSSP).	<input type="radio"/> Yes <input type="radio"/> No
I choose to waive this year's annual MnCHOICES reassessment.	<input type="radio"/> Yes <input type="radio"/> No

Comments

My signature

My signature and responses on this form indicate:

- I received the information mentioned above.
- I know about the choices I have.
- I agree to the delivery of services as developed with my case manager and/or certified assessor.
- The provider(s) listed in this plan can share a written report about my care needs with my case manager and/or certified assessor if I give the provider(s) my permission.

MY SIGNATURE	DATE 7/29/2021
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My support team

LEGAL REPRESENTATIVE'S SIGNATURE <i>Jennifer Madison</i>	DATE 7/29/2021
SIGNATURE OF CM/CA/CC WHO HELPED DEVELOP PLAN <i>[Signature]</i>	DATE 7/29/2021
OTHER PERSON'S SIGNATURE	DATE
OTHER PERSON'S SIGNATURE	DATE
OTHER PERSON'S SIGNATURE	DATE

Provider(s) signature

Provider(s) signatures indicate the provider(s) who sign:

- Have reviewed the plan.
- Acknowledge the services and supports in the plan.
- Agree to provide those services and supports as outlined.
- Understand we can submit a written report to the case manager or certified assessor about recommendations for the person's care needs for future assessments. (NOTE: The provider should submit the report at least 60 days before the end of the person's current service agreement so the information can be considered at the person's reassessment.)

PROVIDER'S SIGNATURE	
AGENCY	DATE
PROVIDER'S SIGNATURE	
AGENCY	DATE
PROVIDER'S SIGNATURE	
AGENCY	DATE

NOTE: Use another copy if there are more providers who need to sign.