

Notes from Meeting with DHCS and LEA Workgroup

20 April 2015

1. Establish and Post on Website a Calendar or Deadlines

Outcome: DHCS would like a list of what information should be posted on their website

2. LEA Coordinators cannot see 5-student attendance moment notifications (per manual)

Outcome: LEAs reported that PCG has not fixed the view for LEA coordinators to see on their dashboard student day vs calendar day. Concern is this won't be solved until 2nd quarter of next year. Concerns were expressed about this implementation date. No resolution

3. Unnecessary Clarifying Question Expiration

Outcome: There was discussion on the elimination of the five day expiration and confusion by TSPs on what they see when they click to the question and it says thanks for completing when they have not but the Clarifying Questions has expired. TSPs are not told the CQ will expire in five days. Coordinators can't tell when the CQ will expire or when it has been sent out. LEAs asked why this needs to expire in five days. This needs to be refigured but no response from DHCS or PCG on this.

4. Clarifying Question software/process

Outcome: The issue raised was that LEA coordinators cannot see when CQs have been sent, or to which TSP so they cannot follow up to ensure CQ is answered before it expires. PCG used to have this as a feature but it isn't available now and the view for five calendar vs five student days hasn't been fixed. Supposedly this will be fixed by second quarter next year. Why should it take this long? No response from DHCS.

5. Work with LEC/LGAs on PCG mailers and communications to create effective notifications and use familiar language that makes sense to LEAs

Outcome: DHCS was unaware that there is no training of TSPs by coordinators so TSPs may not be aware of what the notices mean. LEAs were asked for a list of items that need clarification. It was pointed out that coordinators don't see the training screens so making these available to ensure their clarity as well as other documents would help. A list of these items will be sent to DHCS

6. LEAs need the ability to re-send a moment if TSP did not receive. Moments are missed due to turnaround time between TSP/LEA/LEC or LGA, it's also adding too many steps to accomplish a simple task.

Outcome: LEAs proposed that after 1st notification, LEA coordinator should be able to pull up and resend the link. LECs/LGAs on the call suggested a workaround. Need clarification in writing from LECs/LGAs on what this would be.

7. Clear process for paper moments

Outcome: *This is an issue for health aides working in classrooms where they do not have access to a computer. Suggestion was for LEAs to look at the Manual and come up with suggestions on how this could be fixed.*

8. LEAs need to be involved in final coding process

Outcome: *LEA coordinators want real time viewing of moments. LEAs are only ones who have access to the payroll data and can tell if the person was actually working at the time of the moment, was on paid or unpaid time or had separated from the district. John brought up this might be in violation of the RFP with PCG since it was not in the original scope and conditions. It was pointed out that this would give coordinators the ability to “lobby” the TSPs. One LEC brought up this was already happening and gave an example. Since it is happening under the current system, why should it be considered as happening under what is proposed? There was discussion about giving access to some not all codes. When will this be decided?*

Our other point to their concern of ‘lobbying’ the TSPs – LEAs will get a master code report eventually – so their concern will be there on way (with Master code report) or another (real time viewing access) and by giving LEAs real time access it will improve the review process and keep it moving.

Manual: **This was not on the agenda but the issue came up on manual revisions and the procedure to post changes at the same time the manual at the same time it would be sent to CMS. LEAs also requested to know who was on the DHCS committee.**

Outcome: *DHCS will check to see if committee names can be made public. It was agreed to post on the DHCS website ten days before submission to CMS the Manual and give five days for comments and five days for DHCS to make any revisions.*