



MD Community of Practice for Supporting Families Webinar Series

Webinar # 31 – June 22, 2022

Switching from Traditional to Self-Directed Services

Hosted by the Developmental Disabilities Administration



Facilitated by Mary Anne Kane-Breschi

Director of Family Supports



CHARTING the LifeCourse (CtLC)





Special Guests

Lori & Kris Krausz, Family Member

Eric Krausz's (Self-Direction Participant) Parents

Monique Prestianni, Service Coordinator

Service Coordinator Inc.

Kristi Culbreth, Statewide Coordinator of Self-Directed Services

Developmental Disabilities Administration



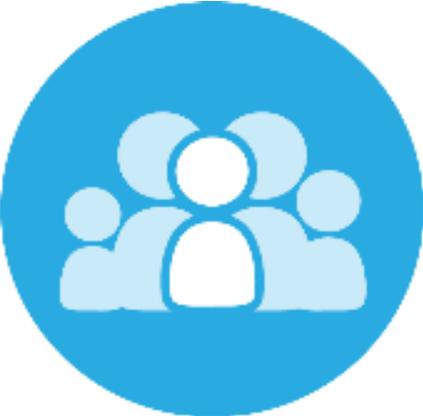
Switching from Traditional to Self-Directed Services (SDS)

The Krausz's Story



Lori & Kris Krausz

Eric's Parents





ERIC





Why switch from Traditional to Self-Directed Services?

Self-Directed Services

Traditional
Services





Positive Outcomes

- More control
- Direct feedback
- Adjust goals/objectives quickly
- Utilize Day Habilitation Services
- Utilize Respite, camps and providers
- Direct pay





Challenges



- It was Scary!!!
- Finding and maintaining Personal Support Staff
- Planning daily activities
- Lack of opportunities for social interaction with peers / groups
- Maintaining/managing/organizing paperwork
- Employee Approval/Set-Up/Training takes time
- Lengthy FMS approval process
- Overlap time between Traditional and SDS



Tips

- If close to Annual Review, transition at that time as opposed to doing a Modification
- Have the Coordinator of Community Services (CCS) contact local Regional Office to notify of intention to switch to SDS
- Have good PCP goals and objectives related to services requested
- Submit separate daily schedules with and without Employment supports
- Network/ seek advice with other SD families and advocacy groups like the Self-Directed Advocacy Network (SDAN)
- Ask Support Broker about their experiences with Fiscal Management Services agency (FMS) under consideration



Switching from Traditional to Self- Directed Services (SDS)

Coordinator of Community Services (CCS)
Role & Responsibilities: *Monique Prestianni, SCI*



Traditional



Self-Directed Services

- Agency is employer on record
 - Hire staff
 - Train staff
 - Schedule staff
 - Determine pay and benefits for staff
- Paid directly from the waiver
- Day services – groups shared interests among individuals
- Provider accepts services for an individual
- Frequency of outcomes can include ability of provider

- Individual is employer on record
 - Interview and hire staff or vendor
 - Responsible for ensuring staff has required trainings and specific training for the individual or service
 - Use Budget, Reasonable and Customary wages to determine pay rate and benefits for staff
 - Create staff and services schedule
- Individual has budget authority
 - All decisions involving the budget are made by the individual following guidelines from DDA
- Payments are made through the FMS
- Frequency of outcomes are 100% person centered
- Individual and their team track progress to outcomes
- Not all services can be self directed



CCS's Role in Transition

- Learn the person's "good life" and write the Person-Centered Plan
- Help to identify outcomes and services to have the "good life"
- Help team understand which services can hire employees, which can hire vendors and which ones are not available to self- direct.
- Help team create a daily schedule of services
- Provide options of vendors to team, if a vendor service is being used
- Individual ultimately makes the decision
- Write budget based on pay, training, mileage and benefit selection made by the individual
- Support team to complete all required SDS documents/forms
- Family as Staff, SDS agreement, Service Implementation Plan, Benefits Policy
- Uses tools like HRST (Health Risk Screening Tool) to identify services that will be needed



Glimpse of a Budget

Budget Authority

- The individual/team make all line-item decisions
- All services must stay within DDA allotted budget (comes from LTSS)

Services to Support My Daily Living					
Personal Supports (PS)		# Hours per Week	Rate per Hour	# of Weeks	Anything over \$2 hr/week must be preauthorized by the DDA Tax is not calculated on contractor/vendor services.
	Personal Supports - Staff	25	25	52.143	
	Personal Supports - Staff	20	22.5	52.143	
	Personal Supports - Staff				
	Personal Supports - Staff				
	Personal Supports - Staff				
	Personal Supports - Staff				
Staff Benefits					
Health Benefits					\$500.00
PTO Benefits					\$1,075.00
Other Benefits - list					
Sick and Safe (Applicable to Mont. Co. ONLY)					
Training	# of Staff	Cost per staff			
Training (e.g., CPR/1st Aid/CMT/etc. as applicable)	2	395.00			\$790.00
Staff Transportation/Travel Reimbursement	# of Miles	Mileage Rate	# of Weeks		
Mileage	50	0.585	52.143		\$1,525.18
Staff Transportation/Travel Reimbursement, Cont.	# of Trips	Cost per Trip			
Public (Maryland Mass Transit Administration)					\$0.00
Taxi/Uber					\$0.00
Taxes					
Taxes - (indicate percentage)-	3%				\$7,998.02
Personal Supports Vendor/Contractor	# Hours per Week	Rate per Hour	# of Weeks		
Personal Supports Vendor/Contractor					\$0.00

TOTAL \$67,941.93



Switching from Traditional Self-Directed Services

Support Broker: A Basic Review

Kristi Culbreth, Statewide Coordinator of Self-Directed Services, DDA



How can a Support Broker help you?

Support Broker services are an optional service, but can be very useful

They can *help* you ...

- Understand your employer responsibilities
- Find, interview, and hire employees
- Create a schedule employees
- Create an evaluation tool and schedule for your employees
- Reviewing time sheets and other payments you make
- Find resources that can help you live your best life



**A Support Broker does NOT sign or approve any payments (including time sheets) or make decisions for you.*

For more information on Roles & Responsibilities see DDA's [Self-Directed Services: A Handbook for People with Developmental Disabilities Interested in Directing their DDA Services in MD – Revised 1/31/22](#)



Switching from Traditional Self-Directed Services

Fiscal Management Services (FMS): The Basics

Kristi Culbreth, Statewide Coordinator of Self-Directed Services, DDA

Fiscal Management Services (FMS)

The Basics

The FMS

- Is chosen by the person and their team to provide support in self-direction;
- Pays payroll and invoices that people who are self-directing approve;
- Keeps track of the money spent and send reports to the person and their team to help them stay on budget
- Helps the person get their employees ready to work

Make sure all tax paperwork is filed,
Employee has the right certifications, and
Criminal background check is complete





Switching from Traditional to Self-Directed Services (SDS)

Developmental Disabilities Administration (DDA) – Roles and Responsibilities

Kristi Culbreth, Statewide Coordinator of Self-Directed Services, DDA

DDA Regional Offices

- Provides information and assistance related to SDS
- Reviews and approves your submitted Person-Centered Plan which establishes your total budget amount for authorized services
- Sends approved PCP and budget to the team



DDA Regional Self-Directed Leads Contact Info

**Central
Self-Directed Lead
Ola Otuyelu**

olasubomi.otuyelu@maryland.gov

410.234.8235

**Eastern
Self-Directed Lead
Jonna Hitch**

jonna.hitch@maryland.gov

(410)572-5942

**Southern
Self-Directed Lead
Tia Henry**

tia.henry2@maryland.gov

(301) 362-5111

**Western
Self-Directed Lead
Cara Buckman**

Cara.buckman@maryland.gov

410.903.3941



Regional Advocacy Specialist Contact Info

Central

Regional Advocacy Specialist

Cheryl Gottlieb

Cheryl.Gottlieb@maryland.gov

(443) 835-5030

Eastern

Regional Advocacy Specialist

Cody Drinkwater

cody.drinkwater@maryland.gov

(410) 572-5949

Southern

Regional Advocacy Specialist

Patricia Porter

patricia.porter@maryland.gov

(410) 456-8864

Western

Regional Advocacy Specialist

Jessica Stine

jessica.stine@maryland.gov

(301) 791-4670



Resources

Eligibility Specific

[MD Developmental Disabilities Administration \(DDA\)](#)

[DDA Self Directed Services Handbook \(English\)](#)

[DDA Self-Directed Services Handbook \(Spanish\)](#)

[DDA Regional Offices](#)

[Coordinators of Community Services Providers](#)

[DDA Self-Advocacy Specialists – At a Glance](#)



Questions?



Thank You!

Please join us for our next webinar:

*Transition:
School to Adult Life*

Date ~ *TBD*



Contact Info

Mary Anne Kane Breschi
Director of Family Support
Developmental Disabilities Administration

mary.kane-breschi@maryland.gov

410.767.8880