



# Foothills Gateway, Inc.

Supporting People with Disabilities

*We believe in a life of opportunity, of choice, and of dignity  
for every individual, regardless of age or ability.*

*The Mission of Foothills Gateway, Inc. is to advocate for and empower  
individuals with disabilities to lead lives of their choice.*

## Board of Director's Meeting Agenda

June 18, 2019

7:00 pm

MEETING CALLED TO ORDER 10 min.

**Public Comment** - The Board allocates 10 minutes at the beginning of each board meeting for "Public Comment". Each speaker, at the Chair's discretion, may speak for up to five minutes.

**Potential Board Members** - Should any potential Board members be in attendance, the Board allocates this time for introductions.

PRESENTATIONS 15 min.

Intake & Eligibility & Waiting List - Amy Baca

CONSENT AGENDA 2 min.

Approval of Board Meeting Minutes - May 21, 2019

FINANCIAL REPORT 10 min.

Approval of Financial Report

OLD BUSINESS 15 min.

NEW BUSINESS

FY 19-20 Budget Approval 15 min.

July Meeting Cancellation Discussion

EXECUTIVE TEAM UPDATES 15 min.

COMMITTEE REPORTS 20 min.

Executive Committee

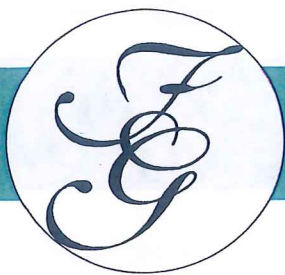
Fiscal and Property Committee

Legislative Affairs Committee - this Committee did not meet this month

Joint Resource Committee

Executive Session: C.R.S. 25.5-10-209-2.b.IV.C and G - (Matters to be kept confidential and Personnel matters)

ADJOURNMENT



# Welcome to Foothills Gateway!

## Services Offered:

- Case Management
- Family Support Services
- Supported Living Services (HCB-SLS waiver)
- Adult DD Services (HCBS-DD waiver)
- Children's Services – CHCBS, CES

## Program Criteria by Age:

**0-3 years** — Early Intervention

**0-18 years** — Children's Medicaid Waiver (CHCBS) and Children's Extensive Support (CES)

**18+ years** — Supported Living Services (HCBS-SLS), State SLS, and DD Services (HCBS-DD)

## How to Apply:

- Inquire about services
- Complete application and testing/assessments required
- Send application materials back to Foothills Gateway
- Submit Documentation of Disability to Foothills Gateway
- Intake Team will review all materials

## If you are determined to meet criteria for DD Services:

- An Intake Case Manager will be assigned
- Your Case Manager will work with you to develop a person-centered Individualized Plan (IP)
- You will complete a Functional Assessment

*Once complete, you will be referred to the appropriate program and/or Waiting List.*

## If you do NOT meet criteria for DD Services:

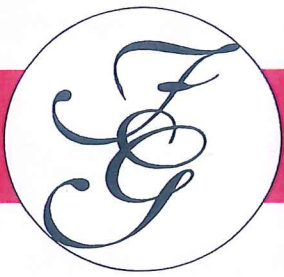
- You will receive referrals to other agencies which can provide resources
- You may appeal the decision

**If you are referred to a Waiting List, Case Management Services are still available to you.**

## Those services include:

- Development of Waiting List Individualized Plan (IP) – completed annually, six month check-ins, and face to face visits
- Individual/Family Advocacy at Individualized Education Plan (IEP) meeting, Foster Care Review, and other meetings
- Referral to community resources as appropriate – SummitStone Health Partners (SSHP), Division of Vocational Rehabilitation (DVR), Department of Human Services (DHS)
- Guardianship information/funding
- Volunteer connections
- Emergency and crisis assistance





# IQ and Adaptive Testing

## Why Testing is Needed?

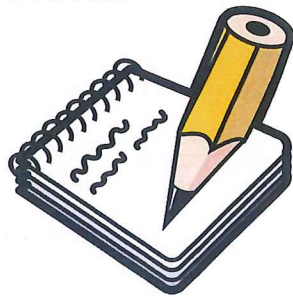
To receive intellectual/ developmental disability (I/DD) waiver services through Foothills Gateway

### Intelligence Testing

- Assess verbal skills, reasoning, memory and processing speed
- Can be used for planning, school placement, diagnosis, and intervention

### Adaptive Testing

- Assess daily living skills, socialization, conceptual and practical skills
- Can be used to determine amount and type of support a person needs
- Done frequently for children who are too young to complete an IQ test



## Where Can You Get Testing?

- Schools will complete for children on Individual Education Plans (IEPs)
- Division of Vocational Rehabilitation (DVR) can complete to help with job placement
- Testing centers and psychologists

## Who can help find a Provider?

- Ask your primary care physician for referrals
- Call your local Regional Accountable Entity (RAE)
- Foothills Gateway has a list of assessors

## Who Is Responsible for the Cost of Testing?

- Medicaid can reimburse qualified providers
- Testing must be considered medically necessary to be covered by Medicaid
- Some insurance providers will also cover the cost
- The family can private pay for the necessary assessments

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## Testing and Foothills Gateway

- Testing must be submitted within 90 days of the application date to Foothills Gateway
  - You can request an extension of an additional 90 days
- If one is determined to have a developmental disability, Foothills Gateway will discuss program options

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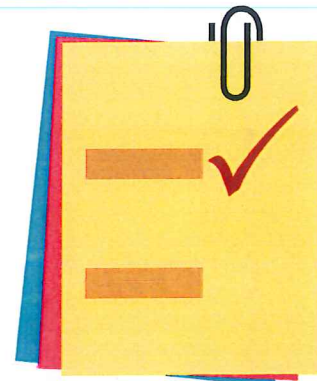
## Acceptable Tests for Eligibility Determination

### IQ tests:

- WAIS, WISC, WPPSI, KABC, SB, DAS, WJ-COG-DS, LEITER, UNIT

### Adaptive tests:

- ABAS, SIB-R, VABS, ABS-R, DAYC (if under 6)





# Next Steps: Post DD Determination

(After all paperwork is submitted and DD determination is completed)

## You will receive a letter explaining the outcome of Developmental Disability (DD) Determination (approval or denial)

- Your Intake Case Manager will contact you within 30 days of DD Determination to meet and discuss next steps
  - Together, you will create a Waiting List Individualized Plan (IP)
  - Your Case Manager will send you a copy of the final IP

### Adults

#### Referrals

- Supported Living Services (SLS) Waiver
- Developmental Disability (DD) Waiver
- Family Support Services Program (FSSP)

*A referral will be made to programs chosen*

### Children

#### Referrals

- Family Support Services Program (FSSP)
- Children's Extensive Supports (CES) Waiver
- Children's HCBS Waiver

*Can be added to Adult Waiting Lists at age 14*

## Supporting You in the Enrollment Process Once Offered

Your Case Manager will contact you within ten days of receiving a program offer to schedule an assessment.

Your Case Manager will confirm long term care eligibility prior to enrollment.

\* Process may take up to 90 days if you need to apply for SSI and Medicaid

## What You Need to Do

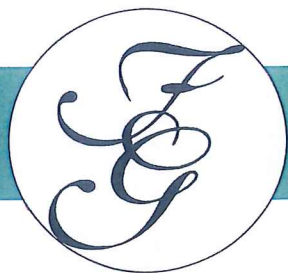
- Meet to create the Waiting List IP and discuss services and Waiting Lists
- Sign and return IP every year (contact Case Manager if inaccurate)
- Complete paperwork
  - \* Update needs assessments (for FSSP)
  - \* Apply for benefits (Medicaid/SSI)



### Your Intake Case Manager will:

Contact you every six months to check-in  
Support with community resources and referrals  
Be available for questions as needed  
Attend meetings as needed (IEP, DHS, DVR, etc.)





# Next Steps: Age 5

A determination of **disability** needs to be done to continue to receive services and/or remain on the Waiting List for future services.

## Disability definition (eligibility):

- Neurological condition (intellectual disability, autism, ADHD, epilepsy)
- Condition developed before the 22nd birthday
- Supports are not primarily for a sensory or mental health need
- Impaired intellectual and/or adaptive skill
- IQ score of 70 or below

## Your Process

- ☐ **Complete Application (included)**
  - You must submit within 90 days of receiving the application
- ☐ **Complete Social/Medical/information Page (included)**
  - Fill out all relevant information to the best of your ability
- ☐ **Send Supporting documents**
  - Birth Certificate
  - Social Security card
  - Medicaid card (if applicable)
- ☐ **Send Testing**
  - Submit within 90 days of sending your application
  - Need to have state approved IQ or adaptive tests
  - Typically done by the school if person has an IEP
  - Testing must be completed after the 5th birthday
  - Common tests include:
    - \* IQ - WAIS, WISC, WPPSI, KABC, SB, SIB-R, DAS, WJ-COG-DS, LEITER, UNIT
    - \* Adaptive - ABAS, VABS, ABS-R, DAYC (if under 6)

## Information to be filled out & returned

- ☐ **Written Request (Application)**
- ☐ **Social/Medical Information Page**
  - Includes information useful for services
  - Developmental information
  - Medical Information—diagnoses, medications etc.
- ☐ **Releases of Information**
  - Gives Case Manager permission to receive/share information

## Other Information included in packet

Program Information

Agency Information





# Next Steps: CES Waiver Admission

The purpose of Children's Extensive Supports (CES) is to provide specific services and supports to increase the family's ability to have their child with a disability at home.

## Case Management Process

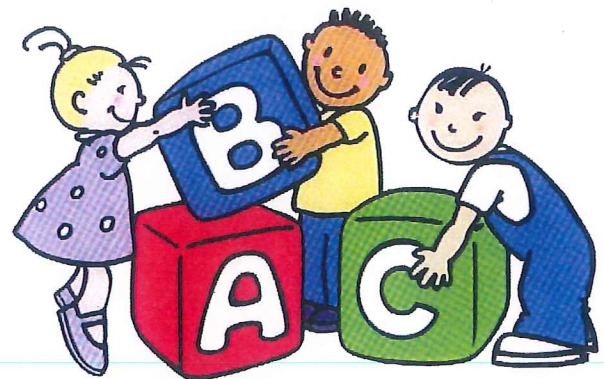
- ☐ **Determine Long Term Care Medicaid Eligibility**
  - Should take about 45 days if you have both Medicaid and SSI
  - May take 90 days if you need to apply for Medicaid
  - Financial eligibility is based solely on the child's assets
- ☐ **Send Professional Medical Information Page (PMIP)**
  - Ensure the child has seen a doctor in the last year
  - Case Manager sends this form to the primary care physician
- ☐ **Complete Functional Assessment**
  - Minimum one-hour assessment
  - Must be completed in the home with child present
- ☐ **Complete CES application**
  - Gather documentation over 6 months prior to application
  - Case Manager submits the application for review to third party reviewer
  - 10 days for a decision

## If Approved

- ☐ **Send Request for Proposal/Provider (RFP)**
  - Create a profile to send to agencies
  - Case Manager can schedule and facilitate interviews with providers upon request
    - **Can be waived if your preferred provider is available**
- ☐ **CES Case Manager Requested**
  - Person centered matching/good fit
  - Service Plan meeting held
    - \* Team (family & service professionals) meets to discuss goals and services

## If Denied

You have the right to appeal decision  
**OR:** Resubmit the whole application with additional information



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## Rights and Responsibilities

### Family

- Communicate with Case Manager regarding scheduling, hospitalizations, documentation etc.
- Provide accurate information regarding the child's ability to complete activities of daily living
- Provide accurate information for the determination of financial eligibility
- Choose an agency and be available to interview potential providers

### Case Manager

- Send & complete all forms
- Develop the RFP profile
- Schedule meetings





# Next Steps: Age 18

Foothills Gateway encourages any person interested in receiving adult services to apply for Medicaid and Social Security.

## Apply for Medicaid

- When you turn 18 a person is considered their own household
- Your assets are now considered separate from your parents' assets
- You must have less than \$2000 in assets to qualify

## Apply for Social Security

- Supplements a person's income if they are unable to earn a gainful wage according to Social Security Administration standards
- Looks at ability to work physically and produce a good quality and quantity of work
- Must have less than \$2000 in total assets
- To apply call 1-866-336-7385 or go to [www.ssa.gov](http://www.ssa.gov)

## Local Medicaid Offices

1501 Blue Spruce  
Fort Collins, CO 80524  
970-498-6300

205 East 6<sup>th</sup> Street  
Loveland, CO 80537  
970-498-6300

1601 Brodie Ave.  
Estes Park, CO 80517  
970-577-2150

**Decision-making supports available to you include: Guardianship, Conservatorship and Power of Attorney.**

## Things to consider:

- Ability to handle finances
- Medical procedures and decision-making

A **Conservator** manages your estate/money, in contrast to the **Power of Attorney** who is authorized to make decisions and conduct business on your behalf.



**Guardianship** is the most common arrangement where your Guardian makes decisions for you.

- Foothills Gateway and The Arc offer classes on Guardianship and other options
- Foothills Gateway may be able to provide financial assistance to help cover the costs of petitioning for guardianship. Ask your Case Manager for addition information.



# Benefits

## Medicaid Eligibility

- Qualify based on parents income when under 18-years-old
- Qualify based on own income after age 18
- Assets must be \$2000 or less
  - \* First vehicle and the house you live in do not count against eligibility
- Apply online at Colorado Peak or on paper
- Aging and Disability Resource Centers (ADRC) can help with applications
  - \* 970-498-7750

## Other Potential Benefits

- Transport to doctors appointments
- Home health
- Behavior therapy if under 20



## Medicaid Buy-in

- You can pay for Medicaid if you do not qualify financially
- Monthly payment is based on household size and income
- Provides same benefits as regular Medicaid

# or Children with Disabilities	Family Size	Monthly Income After Income Adjustments			
	1	0 – \$1,346	\$1,347– \$1,872	\$1,873– \$2,530	\$2,531– \$3,035
	2	0 – \$1,825	\$1,826– \$2,538	\$2,539– \$3,430	\$3,431– \$4,115
	3	0 – \$2,304	\$2,305– \$3,204	\$3,205– \$ 4,330	\$4,331– \$5,195
	4	0 – \$2,782	\$2,783– \$3,870	\$3,871– \$5,230	\$5,231– \$6,275
	5	0 – \$3,261	\$3,262– \$4,536	\$4,537– \$6,130	\$6,131– \$7,355
	6	0 – \$3,740	\$3,741– \$5,202	\$5,203– \$7,030	\$7,031– \$8,435
	7	0 – \$4,219	\$4,220– \$5,868	\$5,869– \$7,930	\$7,931– \$9,515
	8	0 – \$4,698	\$4,699– \$6,534	\$6,535– \$8,830	\$8,831– \$10,595
	<b>Federal Poverty Level (FPL)</b>	<b>0% - 133%</b>	<b>134% - 185%</b>	<b>186% - 250%</b>	<b>251% - 300%</b>
	<b>Monthly Premium</b>	<b>\$0</b>	<b>\$70</b>	<b>\$90</b>	<b>\$120</b>

*\*Based on Federal Poverty Level (FPL) Guidelines, updated Nov. 2018\**

## Supplemental Security Income (SSI)

- Supplements a person's income if they are unable to earn a gainful wage according to Social Security Administration standards
- Must have less than \$2000 total assets
- Awarded amount is reduced as you earn money
- To apply call 1-866-336-7385 or go to [www.ssa.gov](http://www.ssa.gov)
- Disabled Resource Services and The Arc can help with the application 970-482-2700

## Social Security Disability Insurance (SSDI)

- Children under the age of 18 receive benefits based on parents' Social Security
- If a parent is disabled or deceased the disabled child can get benefits





# Next Steps: SLS Waiver Admission

## Case Management Process

### □ Determine Long Term Care Medicaid Eligibility

- Should take about 45 days if you have both Medicaid and SSI
- May take 90 days if you need to apply for Medicaid and SSI
  - \* SSI is not required for admission but it is beneficial

### □ Send Professional Medical Information Page (PMIP)

- Ensure the person has seen a doctor in the last year
- Case Manager sends this form to the primary care physician

### □ Complete Functional Assessment

- Minimum one-hour assessment
- Must be completed with person in their home

### □ Complete Supports Intensity Scale (SIS)

- Takes approximately one month to schedule
- Minimum two-hour standardized assessment
- Must have two respondents present for the entire evaluation
  - \* Respondents must have known person for at least four months

### □ Send Request for Provider (RFP)

- Create a profile to send to agencies
- Case Manager can schedule and facilitate interviews with providers upon request
  - Can be waived if your preferred provider is available

### □ SLS Case Manager Requested

- Person centered matching/good fit
- Service Plan Meeting Held
  - \* Team (family & service professionals) meets to discuss goals and services

## Purpose of the Supports

### Intensity Scale (SIS):

- To show level of support needed in various realms of life
  - \* Education, work, home and community living, social
- To set the support level based on needs

## Rights and Responsibilities

### Person/Family

- Communicate with Case Manager regarding scheduling, hospitalizations, documentation etc.
- Provide accurate information regarding the individual's ability to complete activities of daily living
- Provide accurate information for the determination of financial eligibility
- Choose an agency and be available to interview potential providers

### Case Manager

- Send and complete all forms
- Develop the RFP profile
- Schedule meetings
- Coordinate with families & service providers

### Other Information

Guardianship: determines who makes decisions and signs documents



# Next Steps: DD Waiver Admission

## Case Management Process

### □ Determine Long Term Care Medicaid Eligibility

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- May take 90 days if you need to apply for Medicaid and SSI

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### Other Information

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# FOOTHILLS GATEWAY, INC.

## UNAUDITED

Preliminary Financial Reports  
for the 11 months ending May 31, 2019

### MONTHLY FINANCIAL HIGHLIGHTS

- \* Revenues are 2.8% under YTD Budget
- \* Expenses are 1.7% under YTD Budget
- \* Net Loss is \$172,640 greater than YTD Budgeted Net Loss

<b>Financial Status</b>	<b>at June 30, 2018</b>	<b>at May 31, 2019</b>	<b>Change</b>
Total Assets	\$12,991,027	\$12,000,901	(\$990,127)
Total Liabilities	\$1,598,780	\$1,553,540	(\$45,240)
Net Assets (Fund Balances)	\$11,392,247	\$10,447,360	(\$944,886)
Undesignated Net Assets	\$3,275,114	\$1,375,274	(\$1,899,840)
Designated Net Assets	\$8,117,135	\$9,072,087	\$954,951

#### **Current Year Financial Performance** at 11 months / 91.6% of annual revenue and expense

	<b>Actual Year to Date</b>	<b>YTD Budget</b>	<b>% Actual to YTD Budget</b>	<b>Annual Budget</b>	<b>% Actual to Annual Budget</b>
<b>Revenues</b>					
State/Medicaid Funds	\$12,131,949	\$12,575,136	96.5%	\$13,822,144	87.8%
Vocational Income	280,693	233,189	120.4%	254,388	110.3%
Public Support	221,281	198,300	111.6%	209,200	105.8%
Larimer County Mill Levy	3,042,204	3,285,311	92.6%	4,150,956	73.3%
Other	534,080	387,462	137.8%	322,460	165.6%
<b>Total Revenue</b>	<b>\$16,210,208</b>	<b>\$16,679,398</b>	<b>97.2%</b>	<b>\$18,759,148</b>	<b>86.4%</b>
<b>Expenses</b>					
Salaries, Taxes & Benefits - Staff	\$10,692,379	\$11,005,256	97.2%	\$11,950,081	89.5%
Salaries, Taxes & Ben - Individuals in Svcs	287,567	248,787	115.6%	271,404	106.0%
Vocational/Contract Supplies	27,716	23,950	115.7%	24,600	112.7%
Supplies, Equipment & Building Expense	950,896	1,063,072	89.4%	1,168,855	81.4%
Vehicle Expense	366,895	394,287	93.1%	429,991	85.3%
Program Related Expense	2,791,681	2,680,490	104.1%	2,915,762	95.7%
Purchase of Service	1,674,580	1,638,823	102.2%	1,787,244	93.7%
Other	363,381	396,979	91.5%	465,452	78.1%
<b>Total Expenses</b>	<b>\$17,155,094</b>	<b>\$17,451,644</b>	<b>98.3%</b>	<b>\$19,013,389</b>	<b>90.2%</b>
<b>Revenue Over (Under) Expense</b>	<b>(\$944,886)</b>	<b>(\$772,246)</b>	<b>122.4%</b>	<b>(\$254,241)</b>	<b>371.6%</b>

Foothills Gateway, Inc.  
Draft Budget  
FY 2019-2020

	Budget FY 19-20
<b>REVENUES</b>	
State General Fund	3,824,950
Part C	331,170
Medicaid Waiver	10,059,268
Other Service Related Rev	85,785
Other Gov't Fees & Grants	4,647,744
Vocational Income	307,714
Public Support	208,400
Other Income	212,400
<b>TOTAL REVENUES</b>	<b>19,677,431</b>
<b>EXPENSES</b>	
Salaries & Wages	9,735,007
Wages - Individuals in Services	274,267
Contract Wages	169,872
Staff Payroll Taxes	857,677
Payroll Taxes - Individuals in Serv	29,753
Staff Benefits	1,962,589
Supplies	117,082
Vocational/Contract Supplies	31,680
Occupancy	764,424
Equipment	76,580
Professional Growth	190,436
Vehicle Expense	425,972
Other Expense	335,615
Direct Expense - Individuals in Se	2,824,540
Room and Board Expense	42,792
Unallowable Expenses	207,437
Other Program Related Exp.	31,041
Purchase of Service	1,991,552
<b>TOTAL EXPENSES</b>	<b>20,068,316</b>
<b>REVENUE OVER (UNDER) EXP.</b>	<b>(390,885)</b>





**GLOW GOLF**

*July 12, 2019*

**YOU'RE INVITED TO LIGHT  
UP THE NIGHT WITH US!**

**Help us support the Foundation at this crowd-favorite event!**

**We will enjoy a barbeque dinner on the patio, complimented by LIVE music from Clark Street Staion.**

**Stay awhile to watch the golfers decorate their carts and the course light up as the sun sets.**

**We can't wait to see you there!**



**DINNER TICKET: \$30**

**Southridge Golf Club  
5750 S. Lemay Ave.  
Fort Collins, CO 80525**