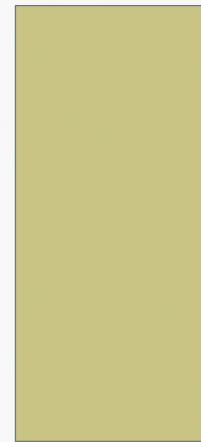


# CONFLICT-FREE CASE MANAGEMENT

ROLE OF CASE MANAGER IN SDDC  
CONSULTS, ADMISSIONS, TRANSITIONS



# BACKGROUND

- Transition to Conflict-Free Case Management necessitated a review of the manuals outlining processes to request a SDDC consultation, request admission to SDDC, and transitions from SDDC to a CSP.
- Workgroup formed to review manuals and clarify CFCM role in consultation, admission, and transition procedures.
- Updates made to manuals.

# SDDC CONSULTATION

- Team meeting, including all team members, should take place prior to request for consultation from SDDC.
- CSP will continue to make request to DDD.
- CFCM becomes part of the team and is kept informed at all steps.
- CFCM should continue to check-in with CSP post-SDDC consultation to ensure needs were met or schedule team meeting to discuss next steps.

# SDDC ADMISSION FROM CSP

- Team meeting, including all team members, should take place prior to request for admission to SDDC.
- CFCM will submit form DHS-DD-770 to the Program Specialist requesting admission to SDDC.
- CFCM must inform Division staff and SDDC if the CSP plans to terminate services to person being admitted to SDDC.

# SDDC TRANSITIONS

- SDDC will provide information regarding CFCM to person preparing for discharge when community placement is determined appropriate.
- Person will be asked to select a CFCM when a CSP determines they can meet the person's needs and an opening is available.
- Person will select CFCM in the region they are moving to.
- CFCM will actively participate in the team coordinating transition.

# SDDC TRANSITIONS

- CFCM is responsible for:
  - Submitting funding request to DDD
  - Coordinating an on-site visit for person to CSP
  - Drafting a Temporary Plan of Care pre-discharge
  - Participate in identification of move date and move needs.

# MONEY FOLLOWS THE PERSON

- Information regarding role of Money Follows the Person was also added to the Transition Manual.
- MFP will become involved when CSP determines they can meet the person's needs and an opening is available, but only if person is expected to transition to MFP qualified housing.

# NEXT STEPS

- Updated manuals will be sent to all CSPs and CFCMs following the webinar.
- DDD creating fillable PDF versions of forms DHS-DD-770 and DHS-DD-771.



QUESTIONS?