



State of Connecticut
Department of Developmental Services

Ned Lamont
Governor

Jordan A. Scheff
Commissioner

Peter Mason
Deputy Commissioner

To: DDS Qualified Providers

From: Peter Mason, Deputy Commissioner

CC: Jordan A. Scheff, Commissioner, Katie Rock-Burns, Chief of Staff, Scott McWilliams, Chief Fiscal Officer, Tammy Venenga, Director of Specialized Services, David David, Operations Center Director, Regional Directors, Private ARDs, ARC of CT, The Alliance

Date: April 9, 2020

Subject: Temporary Process Changes

On March 10, 2020 Governor Lamont declared public health and civil preparedness emergencies. This enables the state to take necessary measures to prepare for and contain the outbreak of COVID-19 (also known as the coronavirus). The purpose of this memo is to describe temporary process changes during this time.

PRAT

- PRAT will continue to meet on a weekly basis
- It will be held through Teams or through a conference call
- As a last resort the PRAT Manager can review a request, determine an Outcome and have 2 other PRAT
- committee members sign off on the outcome as well

URR

- URR is cancelled for all scheduled reviews for the next three months
- This might be extended based on the situation at that time
- URR can meet through Teams or through a conference call for any review in which a packet has already been submitted

PRC

- Packets can be sent in electronically
- Paper reviews will take place
- If there needs to be a conversation regarding a packet, then it can be done through Teams or a conference call
- After the RD signs off on the recommendation it will be electronically send to the provider

HRC

- HRC is cancelled for all new requests for the next three months
- This might be extended based on the situation at that time
- HRC can meet through Teams or through a conference call for any request in which a packet has already been submitted
- The use of Assistive Technology and remote monitoring equipment may be used as long as the individual's teams approves of the proposed measures
 - In case of an emergency, the Regional Director may override team approval
 - If this is to be used to assist staff during times when minimum staffing levels are not met, the provider must have staff available to monitor the homes during all of the time the equipment is in use
 - Once the outbreak has ended, continuance of the assistive technology or remote monitoring equipment will require HRC approval
- During this suspension, all other requests for HRC approval will be reviewed by the HRC chairperson and temporary approval may be given by the Regional Director
 - Once the outbreak has ended, continuance of any temporarily approved request will require HRC approval.

As a reminder, DDS has set up a general inbox for any qualified providers that may have questions regarding this memo or any COVID-19 related planning efforts. Please use the following email for such communications: DDS.COVID19@ct.gov. Also, please continue to check back on our website for updated FAQs.