



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC WELFARE
P.O. BOX 2675
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KEVIN T. CASEY
Deputy Secretary
Office of Developmental Programs

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June 5, 2008

Dear Colleague:

As you know, Ascend is currently doing Supports Intensity Scale (SIS®) assessments in all areas of the state. We continue to assess our implementation process to be more proactive and attain higher efficiency. To that end, the Office of Developmental Programs (ODP) and Ascend are working on an alternative scheduling system that will enable us to increase our volumes. Details will be provided in the near future.

Our focus to date has been on the Initiatives Waiting List for Fiscal Year 2007 -2008. While new waiver participants will continue to be a priority, we are now prepared to incorporate current waiver participants. ODP sent Ascend a list of all individuals currently enrolled in the Consolidated and P/FDS Waivers. This data is highly accurate and came directly from the Home and Community Services Information System (HCSIS). ODP also provided Ascend with the Supports Coordinators (SC) contact information.

Ascend has created lists of individuals targeted for assessments from this data for each AE. Ascend will send the lists to the Regional Program Managers (RPMs) and Regional Point People (RPP) who will forward them to the Administrative Entities (AEs) via secure email. AEs are to review the lists and make changes as per instructions on the top. The lists are to be returned to the RPP and RPM within 5 business days.

We anticipate the need for corrections and substitutions to be minimal as the data is current and reliable. Therefore, Ascend will not wait until lists are returned to begin scheduling assessments. Ascend will begin contacting the SCs immediately. If the SC tells the scheduler the individual is not eligible for an assessment, Ascend will cease the scheduling process for that individual. Also, as the updated lists are returned from the AEs, Ascend will cease the scheduling process if the AE deems an individual on the list is not eligible to receive an assessment.

Ascend currently has assessors located geographically across the Commonwealth. In order to be expeditious and efficient, assessments must be completed in all areas of the state. ODP expects full cooperation from all AEs as we continue to move this process forward.

Thank you for your diligence and dedication to the individuals we serve.

Sincerely,

A handwritten signature in cursive script that reads "Kevin T. Casey".

Kevin T. Casey