

**DETROIT LONG TERM CARE SYSTEM CHANGE TASK FORCE
INDEPENDENT LIVING SERVICES SUBCOMMITTEE
WORK PLAN**

GOAL: To develop policy recommendations that modernize and improve the quality of independent living resources for long term are consumers in order to improve their ability to age in place and live independently. The subcommittee will explore ways independent living can support aging in place, diversion, nursing home transition and alternative methods that afford residents supportive services and a range of long term care options.

Objective	Action Steps/Tasks:	Responsible:	Timeframe
1. Establish Independent Living Services Subcommittee	<ol style="list-style-type: none"> 2. Identify consumers and community stakeholders 3. Mail letter of invitation 4. Convene Co-Chairs 5. Orient membership 6. Review Scope of Work and modify as needed 7. Draft work plan 	Co-Chairs Co-Facilitators	9/1/2008 – 9/30/2008
2. Finalize Scope of Work and Work Plan	<ol style="list-style-type: none"> 1. Review the draft work plan and make revisions as required. 2. Develop Subcommittee Work Plan and assign work to members as needed with timelines. 3. Identify ways to assess community need from consumers, providers and caregivers. 4. Ensure that deadlines are met regarding policy recommendations and final report. 	Co-Chairs Co-Facilitators Subcommittee Members	10/22/2008
3. Conduct Assessment of Community Needs	<ol style="list-style-type: none"> 1. Identify community need of independent living services from provider and consumer perspectives 2. Review System Mapping Report to determine if there is a need for focus groups or other community needs strategies. 3. Identify other studies that substantiate community need. 4. Develop focus group tool to assess needs of providers and consumers, if needed. 5. Conduct focus group in November and develop report with findings. 	Members Co-Facilitators	10/13/2008 – 11/30/2008
4. Identify key barriers to long	<ol style="list-style-type: none"> 1. Identify regulator and monitoring agencies. 	Members	10/13/2008 -

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term care consumers as a result of long term care access, affordability, availability of services.	2. Identify key barriers and gaps in services from an access, affordability, availability and equitable stand point. 3. Identify regulation, laws and administrative rules that act as barriers to independent living services. 4. Note which levels of government have oversight.		11/30/2008
5. Review existing inventories of independent living services, housing resources and home modification services in Region 1-A targeted for older persons, mentally ill, adults with disabilities.	1. Identify resource information such as HUD and MSHDA Housing Locators, MDCH, CMS and Agency databases. 2. Define and assess the types, number and level of service provided to consumers. 3. Update base line data from 2006. 4. Determine which services are operating at capacity and which ones need to be expanded.	Members	10/1/2008 – 11/30/2008 Ongoing
6. Identify quality improvement issues that need to be addressed.	1. Identify quality improvement issues impacting housing and independent living services. 2. Determine how quality indicators can be better enforced to impact quality of care. 3. Share quality issues with Quality Committee.	Members	10/13/2008 – 12/31/2008 Ongoing
7. Develop policy recommendations as a result of the fact finding.	1. List of regulatory and legislative policies that need to be revised in order to improve independent living services. 2. Develop policy recommendations that can support system change. 3. Identify regulations that require changes in legislation. 4. Identify administrative rules that may need to be	Members	12/1/08 – 2/6/2009

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	<ul style="list-style-type: none"> revised. 5. Priority rank policy recommendations 6. Present policy recommendations to Leadership & Steering Committee 7. Present policy recommendations to the Task Force. 8. Present policy recommendations at the Policy Forum 		
8. Develop Program Development Strategy	<ul style="list-style-type: none"> 1. Continue work on system changes needed with a focus on program development. 2. Review best practices 3. Develop strategies that will expand, enhance or improve service delivery. 	Members	10/1/2008 – 9/30/2009
9. Develop Final Report	<ul style="list-style-type: none"> 1. Develop an outline and seek approval 2. Incorporate committee's work into a draft. 3. Incorporate committee's work into a final report. 4. Present to Leadership & Steering Committee 5. Present to Task Force 	Co-Chairs Co-Facilitators Members	10/1/2008 – 9/30/2009

10/17/2008; Revised 10/24/08