

Report on the Plan for the Closure of Agnews Developmental Center



May 2006

**California Health and Human Services Agency
Department of Developmental Services**



“Building Partnerships, Supporting Choices”

VII. Major Implementation Steps and Timelines

Report on the Plan for the Closure of Agnews Developmental Center

ID	Task Name	2006												2007			
		2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			
		May '06	Jun '06	Jul '06	Aug '06	Sep '06	Oct '06	Nov '06	Dec '06	Jan '07	Feb '07	Mar '07	Apr '07	May '07	Jun '07		
57	✓ DDS initiate survey of regional centers regarding need for State employees for use in transition to community.																
58	✓ DDS-Agnews analyze survey results to determine bargaining positions, number of unions impacted, notice additional unions if necessary																
59	✓ DDS—Agnews/Regional Centers develop contracts for use of state employees and reimbursement																
60	✓ DPA and DDS meet with unions to negotiate /discuss use of State employees																
61	Agnews deploys 50 State employees																
62	Agnews deploys 100 State employees pursuant to union agreements																
63	✓ Quality Management System																
64	✓ Establish QMS Commission																
65	Provider - Tools																
66	✓ Complete Provider Expectations document																
67	✓ Draft SSPR expectations																
68	Complete SSPR Manual																
69	✓ Draft and Pilot SSPR monitoring tools																
70	Complete SSPR monitoring tools																
71	✓ Draft SSPR and monitoring tools Training Manual																
72	Pilot SSPR and monitoring tools Training Manual																
73	Consumer - Tools																
74	✓ Develop, pilot test, and finalize Service Coordinator Tool																
75	✓ Develop, pilot, and finalize Behavior Plan Review tool																
76	✓ Develop, pilot test and DRAFT a Quality Snapshot tool																
77	Develop, pilot, and finalize Nurse Health Review tool																
78	Develop, pilot, and finalize Bay Area Project staff tool																
79	✓ Xenologic Contract																
80	✓ Completion of NCI Consumer Survey Year One																
81	✓ Completion of NCI Family Satisfaction Survey Year One																
82	Final reports on both Consumer and Family Surveys																
83	✓ Develop contract and Scope of Work for Year Two																

A check indicates a completed task.
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84	✓ Implement Year Two Agnews' Transitioned Consumers and Family Samples																	
85	Implementation Year Two Medicaid Waiver Consumer and Family Samples																	
86	Complete and Report Year Two Agnews Transitioned Surveys																	
87	Complete and Report Year Two Medicaid Waiver Surveys																	
88	CMS Semiannual report due on Grant																	
89	Community Development team Meetings																	
90	CMS final report due on Grant																	
91	✓ Business Management Team																	
92	Identify and support employees' personal needs to plan for future employment or retirement																	
93	✓ Develop a plan to secure and protect Agnews' property throughout closure																	
94	Protocols in process to secure and protect Agnews' property throughout closure																	
95	✓ Develop a process to ensure timely notification to stakeholders and appropriate entities regarding closure activities																	
96	Protocols in process to ensure timely notification regarding closure																	
97	✓ Plan for inventory communications and IT equipment, determine and develop a plan, and effectuate disposition																	
98	✓ Create website for DCs containing policies and procedures for inventory of communications, and IT equipment																	
99	✓ Manage Workers' Compensation cases, and preserve and transfer active and inactive cases including Stockton DC																	
100	✓ Plan for purge and preserve Agnews' records as appropriate																	
101	✓ Protocols in process for purge and preserve records																	
102	✓ Develop process to move personal property with the consumer																	
103	Protocols in process to move personal property with consumer																	
104	Project, plan for, and manage fiscal resources throughout closure																	
105	Plan for and facilitate consolidation of programs and services as population declines, including property leases																	
106	✓ Inventory, store, distribute state surplus property - supplies																	

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