

External Program Review Committee (EPRC) agenda

Date of meeting: 2-4 p.m. on October 1, 2020

DSD liaison: Stacie Enders, Linda Wolford and Ari Dionisopoulos

Type: Whole committee

Location: Remote only due to the COVID-19 health pandemic

Accommodations: If you need an accommodation for this meeting, you must notify a DSD liaison three days prior to the meeting by emailing PositiveSupports@state.mn.us or calling (651) 508-2321.

Common acronyms used by the committee

We ask committee members to avoid the use of acronyms. Here are common acronyms:

- RA or Request: DHS form 6810D: Request for Authorization of the Emergency use of Procedures
- FBA: Functional behavior assessment
- PSTP: DHS form 6810: Positive Support Transition Plan
- DHS: Minnesota Department of Human Services
- DSD: Disability Services Division
- EUMR: Emergency use of manual restraint
- BIRF: DHS form 5148: Behavioral Intervention Report Form
- IRP: Interim Review Panel (Predecessor to the EPRC)
- CABC: Context, antecedent, behavior, consequence
- PS Manual: DHS form 6810C: Guidelines for Positive Supports in DHS-Licensed Settings
- MDH: Minnesota Department of Health
- HCBS: Home and community-based services
- PSR: Positive Supports Rule: Minnesota Rule 9544

General reminders for committee members

- Before speaking, please state your name.
- Committee members are expected to:
 - Be on time
 - Read the minutes, agenda and supporting documents before each meeting
 - Participate in ideas and conversations, as well as pause to allow others to share input
 - Commit to spending the whole meeting time present and not engage in other activities during the meeting.

Agenda items

Technology

The first few minutes will be dedicated to addressing any connectivity issues.

Public comments

The committee encourages public participants to share their thoughts and ask questions about committee activities at the beginning of each meeting. The committee will continue on to the next agenda item when either 1) 30 minutes have passed or 2) when there are no additional comments or questions, whichever comes first.

Vote

The committee will discuss the minutes from September and vote.

Updates to share

Projects not listed below that were discussed by the committee in previous 2020 meetings continue to move forward, but there is no new information at this time. Some projects may be delayed due to staffing shortages effected by the statewide hiring freeze, redeployments, and staff on leave due to illness or lack of child care.

- Care team members are invited to DHS presentations on [Balancing rights and safety during Covid-19](#).
- The [2020 MN Gathering for Person-Centered Practices](#) will be held on October 14th and 15th. It will be fully virtual this year. People who are interested in participating can register on the gathering's [event page](#).

Discussion

- The Requests for Approval Subcommittee will share their discussion about weather-related behavioral changes and the need to include weather-related support strategies in care plans.
- The Emergency Use of Manual Restraint (EUMR) Subcommittee would like to remind everyone of the resources available on the [DHS positive supports webpage](#). In relation to this, the committee coordinator would like to ask:
 - Are any members aware of a publically available checklist providers can use for prompting a person-centered approach to medication conversations with prescribers? It may be helpful to post a tool like that under the resources tab or in the Positive Supports Manual. For example, the list could ask questions like:
 - How might this negatively or positively interact with other medications the person is taking?
 - What other options are there to consider?
 - (If a PRN) When should staff offer the medication to the person? What symptoms is it prescribed for?
 - How are we going to know if the medication is working?
 - Are any of the short or long term side effects of the medication potentially worse than the symptoms the medication is prescribed for?
 - Are there any less obvious negative side effects we should watch for? (Examples, teeth clenching, reduction in fine motor skills, increased thirst, etc.)
 - We want to ensure this improves the person's quality of life. Will this cause drowsiness outside of regular sleeping hours, reduce the person's ability to engage in chosen activities, result in confusion or impairment, or cause discomfort in any way?

- Do any of the committee members recommend a user-friendly, plain language guidance document they have used that can help staff provide trauma-informed care? While the positive supports webpage has some trauma-informed care information specific to people who identify as LGBTQ+, the page does not have a more generalized tool for other people who have experienced trauma in their lives.
- The Emergency Use of Manual Restraint (EUMR) Subcommittee would also like to briefly go over the types of intervention services available to people in Minnesota.
- The committee coordinator would like to discuss how the committee can incorporate some of the following Collaborative Safety concepts into EPRC case reviews:
 - All perspectives are valid
 - Avoid blame/assume good intentions
 - Analyze the system, as well as the incident
- The committee will discuss any problems or questions people might have related to Covid-19 and the [Positive Supports Rule, Minn. R. 9544](#).
- Committee members may share additional information and discuss.
- What is going well? What should we change? What have we learned?

Closing

- Members are welcome to recommend topics for upcoming committee meetings.