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Owner **Jim Kelly**
Policy Area **Medical**

SIS Level-of-Care Determination Procedure

PROCEDURE PURPOSE

At the direction of the Michigan Department of Health and Human Services (MDHHS) (Behavioral Health and Developmental Disabilities Administration), Detroit Wayne Integrated Health Network (DWIHN) has implemented the use of the Supports Intensity Scale (SIS)®, a standardized assessment tool for individuals 18 and older with intellectual/developmental disabilities who receive behavioral health services paid for by Medicaid. The SIS provides a consistent methodology for assessing an individual's support needs, which can then be considered in addition to personal preferences, natural supports, and service setting. The Supports Intensity Scale (SIS®) is a strength-based, comprehensive assessment tool that measures an individual's support needs in personal, work-related and social activities in order to identify and describe the types and intensity of the supports an individual requires. The SIS® includes background information on health, medical conditions, activities of daily living and cognitive, social and emotional skills. The SIS® was designed to be part of person-centered planning processes that help all individuals identify their unique preferences, skills and life goals. The SIS Report provides helpful guidance to programs and payors in planning for a typical range of services for individuals with similar support needs.

EXPECTED OUTCOME

This standardized assessment tool for individuals with intellectual/developmental disabilities meets a variety of needs and benefits the individual, the case manager/supports coordinator, the family or guardian, the PIHP/CMHSP system and the state. These benefits are:

1. For the Individual:
 - a. Participative process to provide information on current and needed supports including identification of the activities that are important to the individual and amount of supports needed to enable participation in daily activities and community

- involvement;
 - b. Understandable and consistent process regardless of who is conducting the assessment;
 - c. Confidence in an objective and independent process for each and all persons served by the public mental health;
2. For Case Managers/Supports Coordinators:
- a. To support the Person Centered Planning Process;
 - b. The assessment provides essential information across multiple domains;
 - c. Assists in establishing goals that are important to the individual;
 - d. Establishes a baseline which allows for evaluation of progress and success;
3. For the Family/Guardian:
- a. Understandable and consistent process regardless of who is conducting the assessment;
 - b. Confidence there is an objective and independent process for each and all persons served by public mental health;
 - c. Confidence that the assessment and individual plan of service developed; through the person-centered planning process will promote services and supports consistent with individual need;
4. For the PIHP/CMHSP/Program:
- a. Promotes equitable access to services and supports;
 - b. Promotes continuity of care across multiple providers;
 - c. Assists with assessing potential need for specific services or waivers, e.g. HAB waiver;
 - d. Predicts the types of resources needed – for planning purposes;
 - e. Assists with determining future needs for services for financial planning;
5. For the state/MDHHS:
- a. Actuarial analysis
 - b. Provides an understanding of the population served
 - c. Ensures there are consistent processes across statewide regions
 - d. The ability to describe the population served in Michigan
 - e. Assists with determining future costs of services

PROCEDURE

A SIS assessment must be conducted at least once every three years for all Michigan Medicaid–eligible individuals age 18 or older who have an intellectual or developmental disability, who are currently receiving case management, supports coordination or respite only services. In addition, new Medicaid

eligible consumers entering the CMHSP system should be assessed using the SIS, following their eligibility determination.

Michigan, and consequently DWIHN, has adopted a multi-year rollout strategy to ensure full implementation statewide within three years of start-up. Each eligible individual should have a new SIS conducted at least every three years or following a significant change that has a lasting impact on their support needs. Types of changes that may be considered in conducting a new SIS include a significant change in health status, behavioral issues, medical condition or availability of new technology.

Assessors:

1. DWIHN is responsible for ensuring an adequate cadre of recognized SIS® assessors to complete the SIS assessment for all Medicaid-eligible adults with developmental/intellectual disabilities.
2. MDHHS has identified staff qualification and identified conflict free standards as well as put in place an approval process for individuals who have been trained and meet current SIS® assessor requirements. Once approved by MDHHS, an assessor may be added by the PIHP SIS Online coordinator to allow access to SIS Online and conduct assessments.
3. For specific training requirements and standards, qualifications, and other pertinent criteria consult the most recent guidance provided by MDHHS. (See http://www.michigan.gov/mdhhs/0,5885,7-339-71550_2941_4868_69586--,00.html)

PROCEDURE MONITORING & STEPS

Who monitors this procedure:	Jim Kelly, Utilization Manager
Department:	Clinical - IDD/Coordinator
Frequency of monitoring:	Quarterly
Reporting provided to:	IPLT
Comments: Associated with the Assessment Policy	

Approval Signatures

Step Description	Approver	Date
Policy Admin Review	Allison Smith: Project Manager, PMP	11/2021
NCQA Committee	Tania Greason: Quality Improvement Admin	08/2021