



## **DDSN Executive Memo**

**TO: EXECUTIVE DIRECTORS, DSN BOARDS  
CEOS, CONTRACTED SERVICE PROVIDERS**

**FROM: ASSOCIATE STATE DIRECTOR, SUSAN KREH BECK, ED.S., LPES, NCSF** 

**DATE: AUGUST 13, 2019**

**RE: Compliance Action Plan Update**

DDSN realizes that many providers are continuing to wait for feedback on their organization's Compliance Action Plan (CAP) which documents their actions to become compliant with the Home and Community Based Services (HCBS) Settings Regulation. Please accept our apologies for the length of time it has taken to provide this feedback.

Over the next two (2) months, please expect contact from Janet Priest, HCBS Settings Regulation Implementation Project Lead, regarding your organization's CAP. Some contacts may simply be a telephone conversation. Others may require face-to-face conversations so that specific recommendations for changes to policies or procedures and/or recommendations for revisions to templates submitted as part of the organization's CAP can be discussed.

Because the CAP is the evidence that each organization is compliant with the HCBS Settings Regulation, care must be taken to ensure each CAP sufficiently addresses the requirements of the Regulation so that continued compliance will be evident when measured through Contract Compliance Reviews, Licensing Inspections, and when Residential and Day Observations are completed.

Thank you for your patience and your continued efforts in supporting people with disabilities in South Carolina. If you have any questions, please contact Janet Priest by phone at (803) 898-9620 or by e-mail at [jpriest@ddsn.sc.gov](mailto:jpriest@ddsn.sc.gov).