



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF HUMAN SERVICES

December 29, 2025

Bobbie Thom  
Community Guidance Center  
100003328  
bjthom@thecgc.com

RE: Notice of Supports Coordination Performance-  
Based Contracting Final Determination

Dear Bobbie,

On December 10<sup>th</sup>, Community Guidance Center was notified of the Department of Human Services, Office of Developmental Programs (ODP) determination from the evaluation of the established performance measures for Performance-Based Contracting (PBC).

As a reminder, the following unmet performance measures(s) and ODP's determination about the measure(s) are shown below.

Measure	Measure Description	Reason(s) Measure was Unmet
SC-PCP.01.2	90% compliance with monitoring frequency by waiver type.	<ul style="list-style-type: none"><li>Fewer than 90% of individuals served by the SCO have complete monitorings according to their waiver type.</li></ul>
SC-QDI.01.1	86% of demographic information is complete and accurate, including living situation and individual and primary contact email address.	<ul style="list-style-type: none"><li>Fewer than 86% of demographic fields that the SCO is responsible for in HCSIS were accurate and complete.</li></ul>

Although not all measures were met, the SCO remains eligible for the provisioning of supports coordination services through the Consolidated, Person Family Directed Support (P/FDS), Community Living 1915(c) Waivers, and Pennsylvania State Plan for contract cycle January 1, 2026 – June 30, 2027.

Please create and implement Quality Management Plan(s) in order to meet the above performance standard(s) in advance of the next PBC submission period. ODP will be auditing SCOs with unmet measures to ensure plans are in place and have been implemented. Quality Management Templates, Tools, and Spotlights are available at [Quality Management Planning and Implementation Documents – MyODP](#). Continued

failure to meet these measures will impact your status for PBC in subsequent contract years.

Additionally, ODP has conducted a review of the validation process for the QDI.01.6 Restrictive Procedures measure and has determined that for the contract period January 1, 2026 – June 30, 2027, QDI.01.6 will not be considered as part of the PBC evaluation for any SCO. However, ODP recommends process improvement regarding the documentation and tracking associated with this measure. Accurate data related to restrictive plans is critical for the health, safety and protection of individual rights of people you serve.

If you have any questions regarding this notice, or any other questions regarding Performance-Based Contracting, please contact [RA-PWODPPBC@pa.gov](mailto:RA-PWODPPBC@pa.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'Kristin Ahrens', with a long horizontal flourish extending to the right.

Kristin Ahrens  
Deputy Secretary  
Office of Developmental Programs