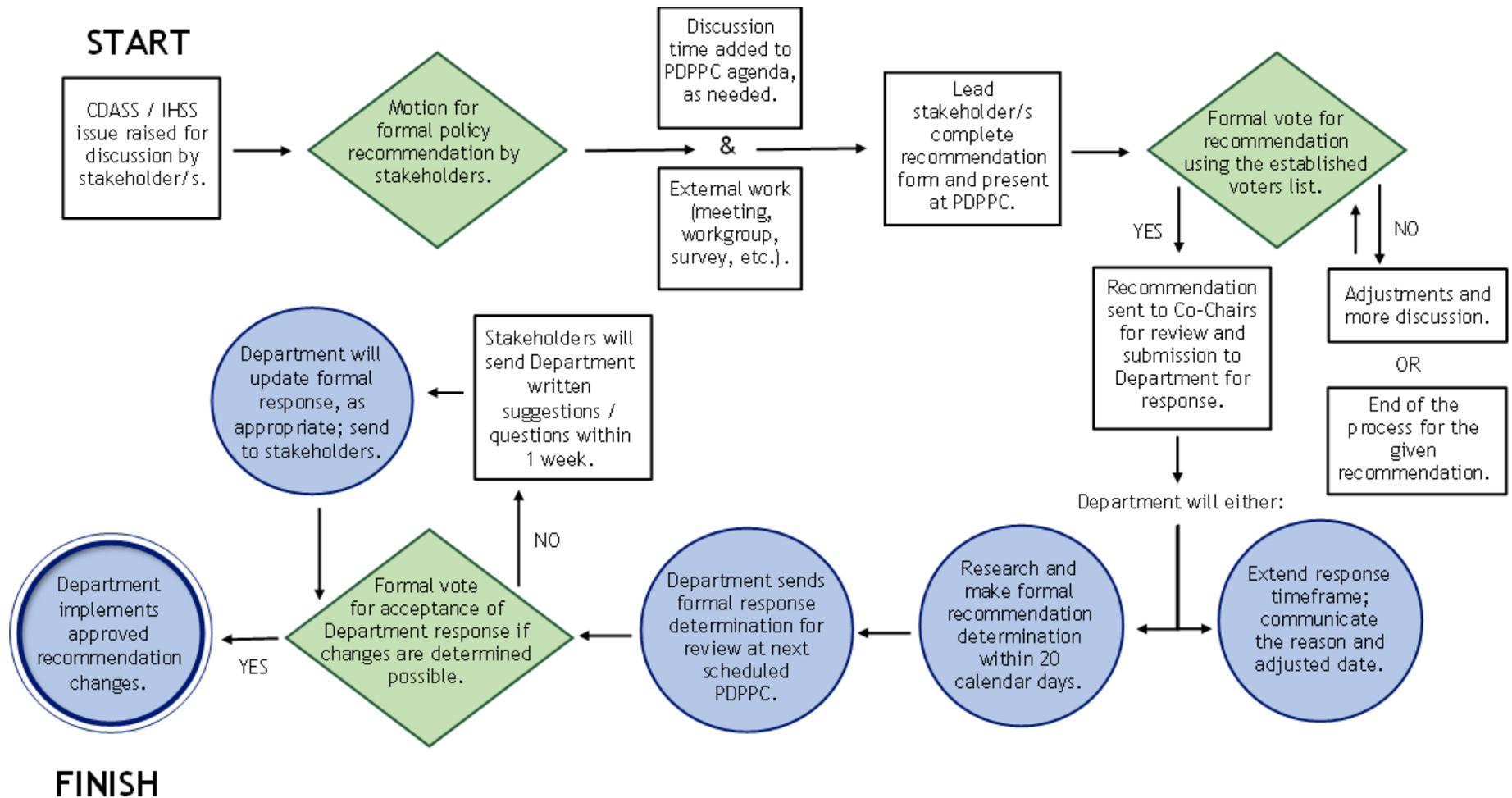




## PDPPC Formal Recommendation Process for Stakeholders



Contact the PDPPC co-chairs if you have questions about this process.



## Written Steps of PDPPC Formal Recommendation Process

1. CDASS/IHSS issue raised for discussion by stakeholder/s
2. Motion for formal policy recommendation by stakeholders
3. Discussion time added to PDPPC agenda, as needed AND External work (meeting, workgroup, survey, etc.)
4. Lead stakeholder/s complete recommendation form and present at PDPPC
5. Formal vote at PDPPC for recommendation using the established voters list
  - a. If voted NO: Adjustments are made and more discussion is encouraged OR End of the process for the recommendation
  - b. If voted YES: Recommendation sent to PDPPC co-chairs for review and submission to HCPF for response
6. With a YES vote, HCPF will either:
  - a. Research and make a formal recommendation determination within 20 calendar days OR
  - b. Extend response timeframe; communicate the reason and adjusted date
7. Department sends formal response determination for review at next scheduled PDPPC
8. Formal vote for acceptance of HCPF response if recommendation is determined possible to implement.
  - a. If voted NO: Stakeholders will send HCPF written suggestions/questions within 1 week
    - i. HCPF will update its formal response, as appropriate, send response to stakeholders, follow-up vote will occur
  - b. If voted YES: HCPF will implement the approved recommendation changes

