

## Department of Human Services 2009-11 Policy Option Package

**Division Name:** Administrative Services Division

**Program Name:** Office of Information Services

**Policy Option Package Initiative:** DHS has capacity to meet client needs

**Policy Option Package Title:** Public Health System Support

**Policy Option Package Number:** 149

**Related Legislation:** N/A

**Summary Statement:**

This Policy Option Package corrects a technical error made during the 2007 legislative session. Sixteen positions designated to support critical public health systems were approved by the 2007 Legislature and approved in the final budget bill. However technical problems prevented the Department of Administrative Services from inputting these positions into PICS (the request for limitation was not made at the same time as the request for the positions).

These positions have no General Fund impact, and are needed to allow DHS to maintain permanent staff to support critical public health systems.

**1. WHAT WOULD THIS POLICY OPTION PACKAGE (POP) DO AND HOW WOULD IT BE IMPLEMENTED?**

There currently are 16 employees maintaining such critical public health systems as the Health Alert Network, Oregon Vital Records System, Laboratory Information System, Immunization Registry, and Safe Drinking Water Information System. Federal and Other Funds are available to support these positions, but no permanent positions exist. As a result, DHS Office of Information Systems has used limited duration staff, who are limited to a 17-month assignment, causing DHS to waste time and effort to recruit, train, replace and recruit again, causing knowledge transfer problems, and putting vital public health systems at risk. Some permanent doublefill assignments have been created to protect the most mission-critical systems, until permanent positions can be identified.

**2. WHY DOES DHS PROPOSE THIS POP?**

This POP is needed to ensure that critical public health systems will be staffed with skilled, knowledgeable staff. Recruitment of IT staff in the Portland metro area is difficult even for permanent staff, but significantly more difficult for limited duration positions. DHS proposes to hire permanent employees to reduce turnover and recruitment problems, and needs permanent positions to prevent and eliminate doublefill problems.

**3. HOW DOES THIS FURTHER THE AGENCY'S MISSION OR GOALS?**

Permanent positions promote stability of Public Health Division information systems, supporting improved public health services for all Oregonians.

**4. IS THIS POP TIED TO A DHS PERFORMANCE MEASURE? IF YES, IDENTIFY THE PERFORMANCE MEASURE. IF NO, HOW WILL DHS MEASURE THE SUCCESS OF THIS POP?**

This POP helps collect and provide data for the purpose of monitoring and improving outcomes for the following DHS Key Performance Measures:

- #22, Child immunizations – The percentage of 24–35-month-old children served by local health departments who are adequately immunized.
- #23 Influenza vaccinations for seniors – The percentage of adults aged 65 and over who receive an influenza vaccine.
- #24 HIV/AIDS rate – The annual rate of newly acquired HIV/AIDS infections per 100,000 persons.

**5. DOES THIS POP REQUIRE A CHANGE(S) TO AN EXISTING STATUTE OR REQUIRE A NEW STATUTE? IF YES, IDENTIFY THE STATUTE AND THE LEGISLATIVE CONCEPT.**

No statutory changes are required.

**6. WHAT ALTERNATIVES WERE CONSIDERED AND WHAT WERE THE REASONS FOR REJECTING THEM?**

DHS can continue to suffer from recruitment retention problems, putting critical systems at risk due to turnover and knowledge transfer problems, or create permanent doublefills, which create layoff problems if reductions in staff are required in that geographic area.

**7. WHAT WOULD BE THE ADVERSE EFFECTS OF NOT FUNDING THIS POP?**

DHS would continue to deal with high turnover and recruitment and retention problems for Public Health Division systems.

**8. WHAT OTHER AGENCIES (STATE, TRIBAL AND/OR LOCAL GOVERNMENT) WOULD BE AFFECTED BY THIS POP? HOW WOULD THEY BE AFFECTED?**

County health departments and all beneficiaries of public health systems benefit from well-trained, permanent staff supporting public health IT systems.

**9. WHAT ASSUMPTIONS AFFECT THE PRICING OF THIS POP?**

**Implementation Date(s):** July 1, 2009

**End Date (if applicable):** Ongoing

**a. Will there be new responsibilities for DHS? Specify which division(s) and describe their new responsibilities.**

No.

- |  |   |
|--|---|
| <input type="checkbox"/> Administrative Services                 | <input type="checkbox"/> Addictions and Mental Health         |
| <input type="checkbox"/> Children, Adults and Families           | <input type="checkbox"/> Public Health                        |
| <input type="checkbox"/> Division of Medical Assistance Programs | <input type="checkbox"/> Seniors and People With Disabilities |

**b. Will there be new administrative impacts sufficient to require additional funding? Specify which office(s) and describe how it will be affected.**

No.

- |   |  |
|---|--|
| <input type="checkbox"/> Human Resources                  | <input type="checkbox"/> Payment Accuracy and Recovery |
| <input type="checkbox"/> Information Security/Privacy     | <input type="checkbox"/> Investigations and Training   |
| <input type="checkbox"/> Document Management              | <input type="checkbox"/> Facilities                    |
| <input type="checkbox"/> Audit and Consulting             | <input type="checkbox"/> Contracts and Procurement     |
| <input type="checkbox"/> Information Services (computers) | <input type="checkbox"/> Budget, Planning and Analysis |
| <input type="checkbox"/> Financial Services (accounting)  | <input type="checkbox"/> DHS Office of Communications  |

- c. Will there be changes to client caseloads or services provided to population groups? Specify how many in each relevant program.

No.

- d. Will it take new staff or will existing positions be modified? For each classification, list the number of positions and the number of months the positions will work in each biennium. Specify if the positions are permanent, limited duration or temporary.

Pos Count	FTE	Classification Title	Classification No.	No Mos	Step	Status (PF, PP, LD)	Duties
<b>ASD / Office of Information Services (OIS):</b>							
1	1.00	Info Systems Specialist 6	OA C1486 IA	24	6	PF	Care Assist - Health Care Scheduling Systems
1	1.00	Info Systems Specialist 6	OA C1486 IA	24	2	PF	Safe Drinking Water Information System
1	1.00	Info Systems Specialist 6	OA C1486 IA	24	3	PF	Public Health Lab
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	2	PF	Oregon Vital Records - (OVERS)
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	9	PF	Oregon Vital Records - (OVERS)
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	6	PF	Care Assist - Health Care Scheduling Systems
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	9	PF	Women, Infant and Childrens System (WIC/TWIST)
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	5	PF	Women, Infant and Childrens System (WIC/TWIST)
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	9	PF	Immunization / Alert System
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	8	PF	Immunization / Alert System
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	8	PF	Family Net
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	2	PF	Targeted Public Distribution System (TPDS)
1	1.00	Info Systems Specialist 7	OA C1487 IA	24	2	PF	License 2000 - Public Health License Administration
1	1.00	Info Systems Specialist 8	OA C1488 IA	24	9	PF	Environmental Public Health Tracking (EPHT)
1	1.00	Principal Executive/Manager D	MMS X7006 IA	24	4	PF	Family Net Project Manager
1	1.00	Principal Executive/Manager D	MMS X7006 IA	24	2	PF	Project Manager - Multiple grants
<b>16</b>	<b>16.00</b>						

**Total Positions**

- e. **What are the start-up costs, such as new or significant modifications to computer systems, new materials, outreach and training?**

Salaries and benefits of permanent staff as indicated in 9d with associated Services & Supplies

- f. **What are the ongoing costs?**

Salaries and benefits of permanent staff as indicated in 9d with associated Services & Supplies

- g. **What are the potential savings?**

Potential savings include improved efficiency through reduced turnover and reduced recruitment and training costs.

- h. **Based on these answers, is there a fiscal impact?**

Yes.

- i. **What are the sources of funding and the funding split for each one? Include grant names and fund type, such as “Medicaid, General and Federal Funds.”**

Public Health Other Fund and Federal Fund grants