

2013-15 Policy Option Package

Agency Name: Department of Human Services
Program Area Name: Office of Licensing and Regulatory Oversight
Program Name: CW/APD/DD Design
Policy Option Package Initiative:
Policy Option Package Title: DHS Licensing Staff for Workload Increase
Policy Option Package Number: 106-7,111-1, and 112-1
Related Legislation:
Program Funding Team: Safety

Summary
Statement:

DHS is proposing an increase of five Client Care Surveyor staff to ensure that care and safety of the vulnerable residents in nursing homes and assisted living facilities one Client Care Surveyor to ensure safety for people with developmental disabilities and one to ensure the safety of children in residential facilities. The client care surveyor is part of a team which surveys facilities to certify they are meeting requirements set by federal regulation, state law, and state rule, as well as CMS conditions of participation in the Medicare and Medicaid programs. Surveys are mandate by CMS to be completed on average every 12.9 months with no facility going beyond 15.9 months. Vulnerable residents are put at risk without regular monitoring systems in place and implemented. These survey systems ensure residents are safe and cared for in a quality manner.

	General Fund	Other Funds	Federal Funds	Total Funds
<u>Policy Option Package Pricing:</u>	\$619,105	\$0	\$615,320	\$1,234,425

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

This proposal adds five Client Care Survey staff for nursing facilities and assisted living facilities, one for developmental disabilities facilities and one for children's facilities. The additional staffing positions would allow the agency to keep up with current position vacancies by allowing lead-time for training. It currently takes approximately one year to hire and train a Client Care Surveyor for the field. Without gaining additional staffing levels in this area, the agency cannot adequately replace positions which have been vacated in order to meet requirements set by federal regulation, state law, and state rule, as well as CMS conditions of participation in the Medicare and Medicaid programs.

2. WHY DOES DHS PROPOSE THIS POP?

DHS is mandated to meet requirements set by federal regulation, state law, and state rule, as well as CMS conditions of participation in the Medicare and Medicaid programs. Client Care Surveyors are an essential part of meeting these requirements.

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

This proposal ties directly to the DHS mission of ensuring people are safe and living independently as possible as it increases safety assurance.

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?

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.

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

Alternatives would be an increase in time between survey visits or a decrease in staff training time required for new survey staff. Both of these options prevent DHS from meeting the federal requirements for survey completion and resident safety.

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

Not funding this policy package would continue to put vulnerable residents in DD and nursing and assisted living facilities at risk. The training time required for a new Client Care Survey person is one year. Without gaining additional staffing levels in this area, the agency cannot adequately replace positions which have been vacated in order to meet requirements set by federal regulation, state law, and state rule, as well as CMS conditions of participation in the Medicare and Medicaid programs.

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

None.

9. WHAT ASSUMPTIONS AFFECT THE PRICING OF THIS POP?

Implementation Date(s): _____

End Date (if applicable): _____

- a. **Will there be new responsibilities for (AGENCY NAME)? Specify which Program Area(s) and describe their new responsibilities.**
- b. **Will there be new administrative impacts sufficient to require additional funding? Specify which office(s) (i.e., facilities, computer services, etc.) and describe how it will be affected. See Addendum A - Administrative Services Division LC/POP Impact Questionnaire (at the end of this document).**
None.
- c. **Will there be changes to client caseloads or services provided to population groups? Specify how many in each relevant program.**
None.
- 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.**
Five Client Care Surveyors for nursing and assisted living facilities
One Client Care Surveyor for developmental disabilities facilities
One Client Care Surveyor for children's residential facilities
- e. **What are the start-up costs, such as new or significant modifications to computer systems, new materials, outreach and training?**
No.
- f. **What are the ongoing costs?**
Future salaries for permanent positions

g. What are the potential savings?
n/a

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

TOTAL FOR THIS PACKAGE

<u>Category</u>	<u>GF</u>	<u>OF</u>	<u>FF</u>	<u>TF</u>	<u>Position</u>	<u>FTE</u>
Personal Services	\$507,812	\$0	\$504,055	\$1,011,867	7	6.16
Services & Supplies	\$109,228	\$0	\$109,207	\$218,435		
Capital Outlay	\$0	\$0	\$0	\$0		
Special Payments	\$2,065	\$0	\$2,058	\$4,123		
Other	\$0	\$0	\$0	\$0		
Total	\$619,105	\$0	\$615,320	\$1,234,425	7	6.16

DHS - Fiscal Impact Summary by Program Area:

	APD Licensing	CW Licensing	DD Licensing	Program Area 4	Total
General Fund	\$440,260	\$90,793	\$88,052	\$0	\$0
Other Fund	\$0	\$0	\$0	\$0	\$0
Federal Funds- Ltd	\$437,575	\$90,230	\$87,515	\$0	\$0
Total Funds	\$877,835	\$181,023	\$175,567	\$0	\$0
Positions	5	1	1	0	0
FTE	4.40	0.88	0.88	0.00	0.00

What are the sources of funding and the funding split for each one?

DHS Total Revenue Impact:

<u>Description of Revenue</u>	<u>OF</u>	<u>FF</u>	<u>TF</u>
Licensing fees (Comp Srce 0975)	\$0	\$0	\$0
Medicaid (Comp Srce 0995)	\$0	\$0	\$0
Other (Comp Srce 0995)	\$0	\$615,320	\$0
Other (Comp Srce XXXX)	\$0	\$0	\$0
Other (Comp Srce XXXX)	\$0	\$0	\$0
Total	\$0	\$615,320	\$0