



agency for persons with disabilities
State of Florida

Long Range Program Plan

Fiscal Years 2008-2009 through 2012-2013



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Director

Charlie Crist,
Governor

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Mission Statement

The Agency Supports Persons with Developmental Disabilities in Living, Learning and Working in their Community.

Agency Goals, Objectives, Outcomes, and Performance Projections

Home and Community Based Services

Goal:

Improve the quality of life of all persons with developmental disabilities by the development and implementation of community-based residential placements, services, and treatments (FS 393.062) (Home and Community Services.)

Objective:

Ensure that persons with developmental disabilities receiving services achieve the seven foundation outcomes of Personal Outcome Measures:

- is free from abuse and neglect,
- is safe,
- is connected to natural support networks,
- is treated fairly,
- has the best security,
- exercises his or her rights, and
- has the best possible health.

Outcome:

The percent of persons receiving services who meet the seven foundation outcomes of the Personal Outcome Measures.

Percent of People Achieving the Seven
Foundation Personal Outcome Measures

| Baseline FY2006/2007 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|-------------------------|--------------|--------------|--------------|--------------|--------------|
| 7.4% | 15.0% | 15.0% | 15.0% | 15.0% | 15.0% |

Objective:

Increase the number of people with developmental disabilities who are actively employed in their community by providing services and supports to facilitate their employment.

Outcome:

The percent of people who are employed in integrated settings.

Percent of People Employed in Integrated Settings

| Baseline FY2006/2007 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 22.5% | 31.0% | 31.0% | 31.0% | 31.0% | 31.0% |

Objective:

Increase the number of people served in community settings through the Developmental Disabilities Home and Community-Based Services Waiver (HCBS), and the Family and Supported Living Waiver (FSL), and reduce the number of persons on the wait list for waiver services through the continued implementation of utilization review and cost control measures.

Outcome:

The number of people served in the community (not in private ICF/DDs).*

Number of People Served in Community Settings
Not in Private Intermediate Care Facilities (ICF/DDs)

| Baseline FY2006/2007 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 46,152 | 46,990 | 50,174 | 53,575 | 57,206 | 61,083 |

* this chart reflects those who meet criteria for agency services under F.S. 393, but may not necessarily be Medicaid eligible or potential waiver enrollees and includes individuals on the wait list

Objective:

Increase the number of people with developmental disabilities that live independently in homes of their own within their communities.

Outcome:

The number of persons with disabilities served in supported living.

Number of Persons with Disabilities
Served in Supported/Independent Living

| Baseline FY2006/2007 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 4,028 | 4,101 | 4,176 | 4,251 | 4,329 | 4,407 |

Developmental Disabilities Public Facilities

Goal:

Improve the quality of life of people with developmental disabilities living in Developmental Disabilities Institutions.

Objective:

Maintain a safe environment for people living in Developmental Disabilities Institutions.

Outcome:

Annual number of significant reportable incidents per 100 persons with developmental disabilities living in Developmental Disabilities Institutions.

Annual Number of Significant Reportable Incidents per
100 Persons Living in Developmental Disabilities Institutions

| Baseline FY2006/2007 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 19.60 | 21 | 21 | 21 | 21 | 21 |

Objective:

Ensure that individuals with developmental disabilities receiving services in Developmental Disabilities Institutions achieve the seven foundation outcomes of Personal Outcome Measures:

- is free from abuse and neglect,
- is safe,
- is connected to natural support networks,
- is treated fairly,
- has the best security,
- exercises his or her rights, and
- has the best possible health.

Outcome:

The percent of persons receiving services who meet the seven foundation outcomes of the Personal Outcome Measures.

Percent of People Achieving the Seven Foundation Personal Outcome Measures

| Baseline FY2006/2007 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 12.09% | 15.0% | 15.0% | 15.0% | 15.0% | 15.0% |

Objective:

To provide competency restoration and habilitative training in a secure setting to adults found incompetent to proceed to trial on felony charges.

Outcome:

Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program.

Number of Adults Found Incompetent to Proceed Served in the Mentally Retarded Defendant Program

| Baseline FY2006/2007 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 365 | 370 | 380 | 390 | 400 | 410 |

* Performance for this measure exceeded the approved standard.

Objective:

Reduce reliance on public institutions for Long Term Care services.

Outcome:

Number of adults receiving services in Developmental Disabilities institutions.

Number of People Served in Institutions

| Baseline FY 2005/2006 | FY 2008/2009 | FY 2009/2010 | FY 2010/2011 | FY 2011/2012 | FY 2012/2013 |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 1,120 | 1,090 | 1,030 | 1,000 | 1,000 | 1,000 |

* Performance for this measure exceeded the approved standard.

Linkage to Governor's Priorities

Safety First

Strengthening Florida's Families

Keeping Floridians Healthy

Better Government through Technology

Agency Goals:

(1) Improve the quality of life of all persons with developmental disabilities by the development and implementation of community-based residential placements, services, and treatments (FS 393.062) (Home and Community Services).

(2) Improve the quality of life of people with developmental disabilities living in Developmental Disabilities Institutions.

The Agency for Persons with Disabilities continues to work on several initiatives to improve the quality of life for the people we serve. The efforts listed below will promote positive outcomes for consumers consistent with the Governors' priorities and the agency mission.

The Agency provides services to strengthen families through person centered supports designed to keep individuals in their communities and enhance their ability to participate in meaningful activity.

Facility based services contribute to the safety of Floridians by providing treatment and training to individuals determined a danger to themselves and others.

- Five Year Employment Initiative

Through this effort the program will reaffirm and vastly expand its emphasis on employment as a priority service outcome. In order to affect a major shift in traditional service structures, the agency is establishing two strategies. The first is to divert 25 percent of people receiving Adult Day Training services in July, 2004 into competitive employment opportunities in a five year period of time. The second is to serve 50 percent of working aged program participants in community based employment sites based upon the number of individuals who received a day service on July 1, 2004. These objectives are part of a larger strategy to greatly expand community based employment options and the development of self-employment opportunities.

- Emphasis on Supported Living

Supported living continues to be the fastest growing residential option in Florida outside of the family home. The supported living program has been purposefully designed to offer individuals with developmental disabilities freedom, control and choice over their living arrangement and the opportunity for full integration into their communities. Individuals participating in supported living have the opportunity to select from a variety of supports and services made available through either the Family Supported Living (FSL) and Developmental Disabilities Home and Community-Based Services (HCBS) Waivers. As a part of the "Navigating the Developmental Disabilities Program" initiative, individuals are provided with information about supported living as an option for residential supports. The supported living program under its current configuration (up to a 3 person supported living model) has attained the highest scores in person centered reviews conducted by our agency's Quality Assurance contractor, Delmarva. Overall scores exceed those of any other residential arrangements outside of the family home.

- Zero Tolerance Initiative

This initiative represents an aggressive and proactive multi-pronged approach to dealing with the national problem of abuse, neglect, and exploitation committed against individuals with developmental disabilities. The Zero Tolerance Initiative is carried out in partnership with service providers, family members, consumers, and other stakeholders within the disability community. A number of Zero Tolerance related activities and events have taken place over the past year involving training and education efforts, monitoring and quality assurance activities, including changes to administrative rules, operating procedures, and Florida Statutes. These continuing activities are intended to prevent occurrences of abuse, neglect, and exploitation involving this vulnerable population and facilitate quicker identification and reporting of potentially harmful situations and environments when they do arise, thereby improving the quality of life of Floridians while reducing violent crime.

- Movement Toward an Outcome Based Service Delivery System.

The Agency, in conjunction with Agency for Health Care Administration, has contracted with the Delmarva Foundation to establish a consistent and uniform statewide quality assurance program for persons with developmental disabilities. Delmarva conducts reviews of individuals with developmental disabilities and providers of waiver services to assess the efficiency and quality of services and supports and evaluates provider performance in delivering services and supports to assist consumers in achieving personal goals. At least fourteen orientation/training sessions are held annually around the state to provide information concerning the statewide quality assurance program or related service training topics. Delmarva sponsors a web-based training system that offers training opportunities to service providers and families. Delmarva has also developed some publications, a "Consumer Resource Toolkit," "The Road Map," and "My Personal Compass", to assist in consumer education.

Delmarva is responsible for facilitating interaction and project results with and between agency central office staff, agency area office staff, and other stakeholder groups, as well as the Interagency Quality Council (IQC) that was formed by the Legislature to oversee the project. This initiative aims to improve the quality of life of Floridians with developmental disabilities while providing data to the program on the services and providers with the highest achievements in promoting service outcomes.

In October 2004, the Agency for Persons with Disabilities was awarded a three year federal Real Choice Systems Change Grant focusing on Quality Assurance and Quality Improvement of the service system. The grant was directed at implementing quality management structures consistent with the principles of self-determination and achieving quality of life outcomes desired by each person receiving services. APD partnered with the Agency for Health Care Administration, Delmarva Foundation, and the Council in Quality and Leadership to achieve grant goals and objectives. The focus of Florida's initiative was to enhance the use of data from our quality assurance activities and realign area functions to build quality improvement and management capacities throughout the service system. The project has sustained to target ongoing Quality Improvement (QI) and Quality Management for organizational change that supports self-determination and meeting customer expectations for outcomes in their lives.

The agency has submitted an application for a new Real Choice Systems Change grant that focuses on building natural and community supports for service recipients.

- Reducing Reliance on Public Institutions

The agency is beginning the third year of a five-year closure plan for Gulf Coast Center, and continues to reduce reliance on public facilities for Long Term Care by transitioning residents to community based settings. In FY 2006/2007, the agency moved 60 individuals from state operated facilities as a part of the effort to transition 180 residents out of state

institutions by June 30, 2007. This activity met one of the requirements of the Brown v. Bush federal lawsuit settlement agreement. The Agency continues to support the continuum of care provided by all service settings for individuals with disabilities.

- Serve Individuals from Wait list

During FY 2006-2007, a total of 991 number of persons were offered enrollment into one of the home and community based waivers. These persons included 654 who met the criteria for waiver enrollment due to being in crisis and 337 children from the child welfare system who were on the APD waitlist for waiver services. Per F.S. 393.065, children from the child welfare system are to be given priority consideration from the waitlist for waiver enrollment following those persons who the agency determines to be in crisis.

Although some individuals enrolled were in crisis or children from the child welfare system were enrolled from the waitlist during FY 06-07, there were significant additions to the waitlist during this timeframe. As of July 1, 2007 there were still over 15,273 persons on the waitlist for waiver services. Persons who receive the Family and Supported Living Waiver remain on the waitlist for the Home and Community Based Services Waiver. In addition, at the end of FY 06-07, there were 5,989 persons receiving the FSL on the APD waitlist for waiver services. This creates a total waitlist of 21,262 people including those who receive some services.

Trends and Conditions Statement

The Agency is charged with administering the provision of both community-based and Institutional services provided pursuant to Chapter 393 and Part III of Chapter 916 of the Florida Statutes. The following narrative is reflective of the trends and conditions impacting the program.

Primary Responsibilities

The Agency for Persons with Disabilities serves individuals with mental retardation, autism, cerebral palsy, Prader Willi Syndrome, and spina bifida as defined in Chapter 393, Florida Statutes. The program is directed by Section 393.062, F.S to give priority to the development of community based residential and treatment programs for people with developmental disabilities, which enables individuals to achieve their greatest potential for independent and productive living. A primary goal of the agency is to improve the quality of life for people with developmental disabilities by assisting people to live and work in the most integrated settings possible in their community while avoiding unnecessary placement in an institution. The number of people who have been determined eligible for services through APD has increased by over 4000 people this year, for an increase of about 9%.

Services provided to individuals with developmental disabilities under the auspices of the agency are completely privatized, with the exception of forensic services (through the Mentally Retarded Defendant Program) and three state-owned and operated Developmental Disabilities Institutions (DSIs) throughout the state. One of the three, Gulf Coast center in Fort Myers, is in the Third year of a five year closure which will be completed in 2010.

Once a person is determined eligible for the Developmental Disabilities Program, he or she may choose to apply for Medicaid. This determination impacts the type of services and supports available. Persons with developmental disabilities, who are Medicaid eligible, are eligible to receive community-based services under the Medicaid HCBS waiver, the Family and Supported Living waiver, subject to available appropriations, or institutional placement (public or private Intermediate Care Facilities for the Developmentally Disabled (ICF/DD) programs.)

The Developmental Disabilities Home and Community-Based Services (DD) waiver program, funded by a combination of federal and general revenue dollars, is the largest funding source for the agency. This program enables individuals to live with their family, in their own home, or in other community settings, and to receive support services in the community thus avoiding unnecessary placement in an institution. Redesign of the Developmental Disabilities Program, completed in 2003, provided a more consumer-driven system, which provides individual consumer budgets, flexible services, fair and equitable rates, direct provider billing, and a revised assessment tool.

The Family and Supported Living (FSL) waiver program, also funded by a combination of federal and general revenue dollars, enables an individual to live in a community setting while receiving support services thus avoiding unnecessary placement in an institution. The FSL waiver program differs from the DD waiver program in that the yearly dollar amount per person for services is capped, and the array of services is specific in scope.

Supports and services available under the waivers are based upon individual needs. Individuals may receive these services in their own homes, family homes, or, if enrolled in the DD waiver, in other licensed residential settings such as group homes or foster care facilities. The most common services available under the waivers are work related training and employment, environmental/adaptive equipment, individual/family supports, and residential habilitation.

The agency is mandated to provide services to criminal defendants deemed incompetent to proceed to trial due to mental retardation and autism. This activity is accomplished through 236 forensic beds in the Developmental Services Institutions that serve people who have been committed by the courts for competency restoration in a secure setting. These individuals have been determined by the criminal courts to be a

danger to themselves or others. The forensic services system continues to serve more individuals each year, and the demand for forensic services increases at a faster rate than the capacity to serve defendants.

Florida is also part of a national movement to serve people with developmental disabilities in community-based settings rather than in large congregate settings. 3,023 licensed beds serve people in public and private Intermediate Care Facilities for the Developmentally Disabled (ICF/DD), 955 beds are in public facilities (DDIs) and 2,068 beds are in private provider facilities of institutional care. Florida Statutes direct the agency to divert people from institutions, to give priority to community-based residential placements, and to focus on programs that prevent or reduce the severity of developmental disabilities. The agency continues this commitment to serve people in the community with the ongoing closure of Gulf Coast Center in Fort Myers, which began in FY 2005/2006 and is scheduled to be completed by June 30, 2010.

Selection of Priorities

The 2002 and 2003 Legislatures directed a redesign of the Developmental Disabilities Program and to serve additional consumers through the Home and Community Based Medicaid Waiver Program. The involvement of a variety of stakeholder groups in this redesign process has helped to shape the priorities for the agency. The 2004 Legislature directed the continuation of the redesign and the expanded use of the Supported Living waiver. This direction provides guidance for selecting the priority areas for the Agency for Persons with Disabilities.

The Legislature inserted proviso language in the FY 2007-2008 APD budget requiring the passage of SB 1124 into law before APD's funding could be released. This bill, which became Chapter 2007-64, Laws of Florida, directs the Agency to seek federal approval and implement a four-tiered waiver system to serve clients with developmental disabilities. The

four tiers include the developmental disabilities and family and supported living waivers as well as 2 new waivers to be established. The agency will assign all clients receiving services to a waiver based on a valid assessment instrument, client characteristics, and other appropriate assessment methods. All services covered under the current developmental disabilities waiver shall be available to all clients in all tiers where appropriate, within the limits prescribed in law or in the General Appropriations Act.

The agency recognizes that changes in the waivers required by SB 1124 will impact all stakeholders. These adjustments are necessary to address the deficit and so that APD can begin serving people waiting for services. For many years, APD's waiver programs have offered a wide range of services to individuals with developmental disabilities. The growing cost of services has caused the agency to experience its budget deficit.

APD does not believe that any of the adjustments in waiver services required by SB 1124 will cause clients to be institutionalized. There are safeguards in place to ensure that all needed basic supports will be provided to anyone currently receiving waiver services.

While some individuals may experience a reduction in service hours, there may be alternate services available to assist them. This may include services through the waiver, as well as through natural/community supports and other state/federally funded programs. The agency is also developing other program changes that will add needed structure to the APD service delivery system.

Addressing Our Priorities over the Next Five Years

The Agency for Persons with Disabilities assesses and identifies critical issues affecting the program. These issues are addressed through area action plans and Legislative budget requests to address critical issues.

Stakeholder groups, including people with developmental disabilities, advocates, family members, service providers and the Family Care Councils regularly provide input to the agency on critical priorities for the program.

Primarily, the Agency for Persons with Disabilities develops priorities that will improve the quality of life for people with developmental disabilities, increase the consumer's choice and control over services, and provide services in community based settings.

On July 26, 2007, Governor Charlie Crist signed Executive Order 07-148, creating the Governor's Commission on Disabilities. The Commission will advance public policy and work with state agencies and organizations on behalf of Floridians with disabilities.

The Commission on Disabilities is created to advance public policy for the disabilities community, to provide a forum for advocates representing various groups within the disabilities community to develop and voice unified concerns and recommendations, and to partner with the Statewide Advocacy Council to provide proper guidance and education to state agencies in the implementation of the ADA and to ensure that Florida's citizens with disabilities have equal access to education and employment, information regarding resources and services, and opportunities.

Justification of Revised or New Programs and/or Services

Priority: Enroll and Serve Additional People on the Medicaid Developmental Disabilities Home and Community Based Services, and Family and Supported Living Waiver Programs

As of July 1, 2007:

- 31,414 people were enrolled in the Agency's Home and Community-Based Services (HCBS) Medicaid waiver programs; with 25,293 people on the Developmental Disabilities waiver and Consumer Directed Care project, and 6,121 people served through the Family and Supported Living waiver.
- 15,273 people were on a wait list for Medicaid waiver services, and additional 5,989 people on the Family and Supported Living waiver who remain on the waitlist for the HCBS waiver
- Contingent upon legislative appropriation, the agency will seek to enroll, in chronological order from the waitlist, individuals onto either the Family and Supported Living waiver or the DD/Home and Community Based Services waiver as well as individuals who meet crisis criteria. The decision of which waiver is offered will be based upon the individual's specific needs as determined by the agency approved needs assessment. The agency will submit an LBR with a detailed plan to address the waitlist.

Justification of Final Projection for each Outcome

The 2006 Legislature approved the following outcome measures for determining effectiveness in the Home and Community-Based Services Program:

"Percent of persons receiving services who meet the seven foundation outcomes from the Personal Outcome Measures"

The seven foundation outcomes measure the extent to which a person is free from abuse and neglect, is connected to natural support networks, is safe, has the best security, exercises his or her rights, and has the best possible health. These measures, developed by the Council on Quality Leadership, are considered foundational in a set of 25 measures for people with developmental disabilities. The outcome-measured data will be gathered by using sampling techniques valid for statewide interpretation. Personal Outcome Measures (POM) are used routinely by support coordinators in the field as they develop support plans with individual consumers. The standard set by the Legislature for this outcome is for 15% of the individuals being served in the community to have achieved the seven foundation outcomes. FY 2004/2005 performance for this measure was 8.5%. FY 2005-2006 rose to 11%. The agency has put in place an array of support services for achievement of all seven of these outcomes. However, personal choice and functional limitations can impact the achievement of one or more outcomes. Each area office has a quality improvement section to work in conjunction with the private quality assurance function. The program is also emphasizing the inclusion of Personal Outcome Measures information in service planning to enhance individual outcomes and the Interagency Quality Council has asked the agency to focus specific attention on improving abuse, neglect and exploitation outcomes during FY 2007-2008.

While the combined result of these activities showed an increase from the 8.5% baseline in FY 2004-2005 to 11% in FY 2005-2006 for community services, the percent of achievement dipped to 7.4% in FY 2006-2007. However, improvement is still evident over the 2004-2005 baseline when looking at the distribution of the outcomes met in the range of zero (0 = none met) to seven (7 of 7 met) including:

- The people achieving 5, 6 or 7 foundational outcomes still shows a 4.9% percentage point increase over the first year (FY 2004-2005) for the same '5, 6 or 7' set.

"Number of people who are employed in integrated settings"

This outcome measures the effect of the program in assisting working individuals with disabilities to be employed in normal work settings that are not exclusive to people with developmental disabilities (integrated settings.) The standard set by the Legislature for this measure is that 31% of the people who are employed will be in integrated settings. FY 2006- 2007 performance for this measure indicates that 22% of people employed were working in integrated settings. Employment in integrated settings is an individual choice, which may be facilitated by program services. However, developmental disabilities programs in nearly half the other states in the nation have recently witnessed a decline in the number of people served in supported employment. This national trend illustrates the challenges faced by supported employment initiatives in the United States. The agency is beginning the fourth year of conducting a five-year employment initiative to encourage consumer choice of integrated employment. The agency continues to implement this initiative, including setting employment goals for area offices and requiring monthly reporting of employment data from area offices. For data consistency, the agency is developing a recommendation to change this activity definition to conform to the definition used by the five-year Employment initiative. Specifically the recommendation is to report the number of persons employed rather than expressing the number as a percentage.

"Number of people served in the community (not in private ICF/DDs)"

This output measure is a count of unique eligible program participants¹ living in a community setting, including wait list individuals. The number of people served in the community does not include those served in private Intermediate Care Facilities (ICF/DDs), and includes those who meet criteria for agency services under F.S. 393, but may not necessarily be Medicaid eligible or potential waiver enrollees and includes individuals on the wait list. The standard set by the Legislature for this measure is that 45,521 people should be served in the community. FY 2006/2007 performance data for this measure reflects that 49,340 people were served in the community. Prior years' growth rates were used to project performance..

- **Objective:**

"Number of persons with disabilities served in supported living"

Supported living is a service that provides supports to individuals who live independently with supports in the community in their own homes. This service helps integrate individuals into their community, enabling them to become full participants in community life. The standard for this measure is that 3,600 people should be in supported living. FY 2005/2006 performance on this standard was 4,247 people received supported living services. Performance for this measure exceeded the approved standard. Supported living is a desirable outcome for many program participants as it is the most independent residential setting. National research has consistently found that people living in supported living settings enjoy a higher quality of life. Recent expansion of the Family and Supported Living waiver has facilitated an increase in supported living service recipients. FY 2005/2006

enrollment efforts in the Developmental Disabilities Home and Community-Based Services and Family and Supported Living waivers offered the supported living option to adults who are on the wait list or who are being discharged from an institution, and who desire to live in homes of their own in the community.

The 2006 Legislature approved the following outcome measures for determining effectiveness in the Developmental Disabilities Public Facilities:

"Annual number of significant reportable incidents per 100 persons with developmental disabilities living in Developmental Disabilities institutions"

This measure counts the number of significant reportable incidents per 100 people living in Developmental Disabilities institutions that occur in one year. Significant reportable incidents include unauthorized absences, injuries requiring medical care, attempted suicides, resident deaths, non-consensual sex, etc. The standard for this measure is that no more than 21 significant reportable incidents per 100 people served in developmental service institutions should occur per year. FY 2006/2007 performance on this standard indicates that 19.6 significant reportable incidents per 100 people occurred. This is a 8% reduction from the prior year rate. Closure activities of the Gulf Coast facility has created higher than desired significant reportable event rates. The Gulf Coast Center facility is in its third year of a five-year closure plan. The agency is implementing a reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings. Increasing the frequency of off-campus activity and community integration provides greater opportunity for personal growth, however many of these same activities provide exposure to additional risk. For example, engaging in intramural softball in a community league increases the risk of being hit by a ball resulting in an injury. While this may result in an increased number of reportable events,

the risk is far outweighed by the benefit of the activity and associated opportunities.

"Percent of persons receiving services who meet the seven foundation outcomes from the Personal Outcome Measures"

The seven foundation outcomes measure the extent to which a person is free from abuse and neglect, is connected to natural support networks, is safe, has the best security, exercises his or her rights, and has the best possible health. This outcome measure is similar to its counterpart in the Home and Community Services program. The standard set by the Legislature for this outcome is for 15% of the individuals being served in Developmental Disabilities institutions to have achieved the seven foundation outcomes. FY 2006/2007 performance for this measure was 12.09%. Segregated settings such as state institutions are inherently less suited to high achievement in this measure as congregate living does not facilitate the consumers preference in many areas. For example, a person in a state facility may not be readily connected to natural supports such as family since they are restricted to living in the areas where state facilities are located. It is important to note that the facilities have made significant improvement in this measure since inception. The implementation of legislative and policy changes relating to the sexual abuse of persons with disabilities will positively impact the performance of this measure by creating another means of ensuring resident safety and freedom from abuse. The agency is implementing the reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings. The performance standard of 15% is unlikely to be met in institutional settings.

"Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program"

This output measure is a count of adults with mental retardation that are determined incompetent to proceed to trial after allegedly committing and being charged with a felony offense. These individuals are ordered by the judicial system to receive competency training and custodial care through the Mentally Retarded Defendant Program (MRDP). The standard set by the Legislature for this measure is that 310 people should be served through MRDP. FY 2006/2007 performance for this measure indicates that 365 people were served. Performance for this measure exceeded the approved standard. Program growth in the Mentally Retarded Defendant Program and step down facilities has permitted the agency to meet demand for this court ordered service until early in FY 2005/2006. The program had a 40% increase in commitments in the first three quarters of FY 2005/2006, and an additional 11% increase in FY 2006/2007. The number of adults determined incompetent to proceed to trial and committed to secure custody is a factor not within the agency's control.

"Number adults receiving services in Developmental Disabilities institutions"

This output measure is a count of individuals served in Developmental Disabilities institutions (DSIs). The FY 2006/2007 standard set by the Legislature for this measure is that 1,148 should be served through state institutions. FY 2006/2007 performance for this measure indicates that 1,120 people were served in DSIs. Performance for this measure exceeded the approved standard. The closure of the Community of Landmark facility has reduced the number of persons living in state facilities, and the five-year plan to close the Gulf Coast Center facility (now in its third year of implementation) will continue to reduce the number of persons living in state facilities, in concurrence with the Brown v. Bush Settlement agreement. Offsetting the reductions realized by the closures of the

Community of Landmark and Gulf Coast Center facilities is the increase in demand and capacity for forensic residents, which should somewhat reduce the rate of population decline in the next several years.

Potential Policy Changes Affecting the Budget Request

The Agency for Persons with Disabilities will propose the following LBR issues as a part of the overall funding request for FY 2007/2008. These issues, once funded, will assist in achieving the program mission and goals.

Waitlist Enrollment:

The agency will seek to enroll, in chronological order from the waitlist, individuals onto either the Family and Supported Living waiver or the DD/Home and Community Based Services waiver as well as individuals who meet crisis criteria. The decision of which waiver is offered will be based upon the individual's specific needs as determined by the agency approved needs assessment.

Annualization of FY 2007/2008 Crisis Cases

Additional funds are needed to fund 12 full months of service for the 701 individuals deemed to be in crisis phased-in to service during the prior fiscal year.

Maintenance and Repairs for DSI Facilities

Essential maintenance and repairs for publicly owned developmental disabilities institutions.

Annualization of 60 Community Placements during FY 2007/2008

Transition of sixty individuals from state operated facilities to community settings, in compliance with the Brown v. Bush settlement, at an estimated \$85,000 average annual cost, less FY 2007/2008 phased-in base. Funding is to be moved from the DDI budget entity to the Home and Community Based Services budget entity.

Start-up Funds for Community Placements of 60 Individuals during FY 2008/2009 from state operated facilities. (Brown v Bush)

Transition of sixty individuals from DSIs to community settings, in compliance with the Brown v. Bush settlement, at an estimated \$85,000 average annual cost. Funding is to be moved from the DSI budget entity to the Home and Community Based Services budget entity.

Additional issues:

Support for the training and implementation of the needs assessment tool. The agency will request staff and other resources to implement the standardized assessment tool statewide, including training personnel and materials.

Trust fund authority for community client services in state facilities.

Policy Changes Which Would Require Legislative Action

The Agency is proposing multiple changes to substantive law, primarily conforming, technical, and cleanup of errors or omissions in the authorizing statutes. The major change proposed by the agency is to redefine the role of independent support coordination providers so they will no longer be responsible for the customer needs assessment and developing the cost plan. By making this adjustment, the private WSCs will no longer have the inherent conflict of possibly recommending services they may not think are actually needed due to fear of losing their job. WSCs will continue to serve as an advocate for the individuals on their caseload.

Task Forces/Studies

None

LRPP Exhibit II - Performance Measures and Standards

Department: Agency for Persons with Disabilities

Department No.: 67000000

| | |
|--|-----------------|
| Program: Services to Disabled | Code: 671000000 |
| Service/Budget Entity: Home and Community Services | Code: 671001000 |

NOTE: Approved primary service outcomes must be listed first.

| Approved Performance Measures for FY 2007-08 (Words) | Approved Prior Year Standard FY 2006-07 (Numbers) | Prior Year Actual FY 2006-07 (Numbers) | Approved Standards for FY 2007-08 (Numbers) | Requested FY 2008-09 Standard (Numbers) |
|--|--|--|--|--|
| Percent of persons receiving services who meet the seven foundation outcomes of the personal Outcome Measures (free from abuse and neglect, safe, connected to natural support networks, treated fairly, etc.) | 15 | 7.40 | 15 | 15 |
| Percent of people who are employed in integrated settings | 31 | 22.5 | 31 | 31 |
| Number of people served in the community (not in private ICF/DDs) | 43,990 | 46,152 | 45,521 | 46,990 |
| Number of persons with disabilities served in supported living | 5066 | 4028 | 5066 | 4500 |

| | |
|--|-----------------|
| Program: Services to Disabled | Code: 671000000 |
| Service/Budget Entity: Program Management and Compliance | Code: 671002000 |

NOTE: Approved primary service outcomes must be listed first.

| Approved Performance Measures for FY 2006-07 (Words) | Approved Prior Year Standard FY 2006-07 (Numbers) | Prior Year Actual FY 2006-07 (Numbers) | Approved Standards for FY 2007-08 (Numbers) | Requested FY 2008-09 Standard (Numbers) |
|--|--|--|--|--|
| Administrative cost as a percent of total program costs | 3.50% | 3.43% | 4.00% | 4.0% |

| | |
|---|-----------------|
| Program: Services to Disabled | Code: 671000000 |
| Service/Budget Entity: Developmental Services Public Facilities | Code: 671003000 |

NOTE: Approved primary service outcomes must be listed first.

| Approved Performance Measures for FY 2006-07 (Words) | Approved Prior Year Standard FY 2006-07 (Numbers) | Prior Year Actual FY 2006-07 (Numbers) | Approved Standards for FY 2007-08 (Numbers) | Requested FY 2008-09 Standard (Numbers) |
|--|--|--|--|--|
| Annual number of significant reportable incidents per 100 persons with developmental disabilities living in developmental services institutions | 21 | 19.64 | 21 | 21 |
| Percent of persons receiving services who meet the seven foundation outcomes of the Personal Outcome Measures (free from abuse and neglect, safe, connected to natural support networks, treated fairly, etc.) | 15% | 12% | 15% | 15% |
| Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program | 310 | 365 | 310 | 368 |
| Number of adults receiving services in developmental services institutions | 1148 | 1120 | 1088 | 1090 |

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 671001000
Measure: Percent of persons receiving services who meet the seven foundational outcomes of the personal Outcome Measures: is free from abuse and neglect, safe, connected to natural supports, treated fairly, has best security, exercises rights, and has best possible health.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
 Performance Assessment of Output Measure Deletion of Measure
 Adjustment of GAA Performance Standards

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 15% | 7.40 % | 7.60% | -51.0% |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
 Competing Priorities Level of Training
 Previous Estimate Incorrect
 Other (Identify)

Explanation:

External Factors (check all that apply):

- Resources Unavailable Technological Problems
 Legal/Legislative Change Natural Disaster
 Target Population Change Other (Identify)
 This Program/Service Cannot Fix The Problem
 Current Laws Are Working Against The Agency Mission

Explanation: The agency has put in place an array of support services that support achievement of all seven of these outcomes. However, personal choice and functional limitations can impact the measurement of one or more outcomes.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
 Personnel Other (Identify)

Recommendations: Each area office has a quality improvement section to work in conjunction with the private quality assurance function. The program is also emphasizing the inclusion of POM information in service planning to enhance individual outcomes.

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LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 671001000
Measure: Percent of people who are employed in integrated settings.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
- Performance Assessment of Output Measure Deletion of Measure
- Adjustment of GAA Performance Standards

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 31% | 22.5% | 8.5% | - 27.4% |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
- Competing Priorities Level of Training
- Previous Estimate Incorrect
- Other (Identify)

Explanation:

Adjust this measure to reflect number employed to show gains, percent calculation is misleading

External Factors (check all that apply):

- Resources Unavailable Technological Problems
- Legal/Legislative Change Natural Disaster
- Target Population Change Other (Identify)
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission

Explanation: The number of people employed in the community has increased, but the increase of people receiving services has been even greater. This large number of people can be served more quickly through a group model such as workshops rather than obtaining jobs for each person. Resources remain in the segregated programs and they are difficult to move with the person to the community. Admission to segregated programs should be restricted. Payment systems should be modified to encourage community participation and employment. Current SSI policies encourage non-work activities so that the individual can maintain Medicaid health benefits.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
- Personnel Other (Identify)

Recommendations: Continue strategy by making employment a high priority of the Agency and continue area goals for increase employment. This employment performance is tracked, reported and analyzed to determine possible actions. Additional training has been developed for providers and agency staff concerning employment and the use of work incentives. Several grants have been obtained to increase staff and provide additional support. AWI, DOE and DVR are working cooperatively to increase results.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 67100100067010000
Measure: Number of people served in the community (not in private ICF/DDs.)

Action:

- | | |
|---|--|
| <input type="checkbox"/> Performance Assessment of <u>Outcome</u> Measure | <input type="checkbox"/> Revision of Measure |
| <input checked="" type="checkbox"/> Performance Assessment of <u>Output</u> Measure | <input type="checkbox"/> Deletion of Measure |
| <input type="checkbox"/> Adjustment of GAA Performance Standards | |

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 43,990 | 49,430 | +2162 | +5 % |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Personnel Factors | <input type="checkbox"/> Staff Capacity |
| <input type="checkbox"/> Competing Priorities | <input type="checkbox"/> Level of Training |
| <input type="checkbox"/> Previous Estimate Incorrect | |
| <input type="checkbox"/> Other (Identify) | |

Explanation:

External Factors (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Resources Unavailable | <input type="checkbox"/> Technological Problems |
| <input type="checkbox"/> Legal/Legislative Change | <input type="checkbox"/> Natural Disaster |
| <input type="checkbox"/> Target Population Change | <input checked="" type="checkbox"/> Other (Identify) |
| <input type="checkbox"/> This Program/Service Cannot Fix The Problem | |
| <input type="checkbox"/> Current Laws Are Working Against The Agency Mission | |

Explanation:

This is a count of unique eligible program participants¹ living in a community setting, including wait list individuals. Prior years' growth rates were used to project performance. ¹("eligible program participants" are those who meet criteria for agency services under F.S. 393, but may not necessarily be Medicaid eligible or potential waiver enrollees and individuals on the wait list.)

Management Efforts to Address Differences/Problems (check all that apply):

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Training | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Personnel | <input checked="" type="checkbox"/> Other (Identify) |

Recommendations:

No action is needed.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 67100100067010000
Measure: Number of persons with disabilities served in supported living.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
- Performance Assessment of Output Measure Deletion of Measure
- Adjustment of GAA Performance Standards

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 5066 | 4,028 | -1,038 | - 20.90% |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
- Competing Priorities Level of Training
- Previous Estimate Incorrect
- Other (Identify)

Explanation: Supported living is a desirable outcome for many program participants as it is the most independent residential setting. Recent increased funding for and expansion of the Family and Supported Living waiver has facilitated an increase in supported living service recipients.

External Factors (check all that apply):

- Resources Unavailable Technological Problems
- Legal/Legislative Change Natural Disaster
- Target Population Change Other (Identify)
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission

Explanation:

The forecast of growth from prior years was too optimistic and the standards should be adjusted to reflect current trends.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
- Personnel Other (Identify)

Recommendations:

No action is needed.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300

Measure: Annual number of significant reportable incidents per 100 persons with developmental disabilities living in developmental services institutions.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
- Performance Assessment of Output Measure Deletion of Measure
- Adjustment of GAA Performance Standards

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 21 | 19.64% | -1.36% | -6 % |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors
- Competing Priorities
- Previous Estimate Incorrect
- Other (Identify)
- Staff Capacity
- Level of Training

Explanation:

Closure activities of the Gulf Coast facility have created higher than desired significant reportable event rates.

External Factors (check all that apply):

- Resources Unavailable
- Legal/Legislative Change
- Target Population Change
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission
- Technological Problems
- Natural Disaster
- Other (Identify)

Explanation:

Management Efforts to Address Differences/Problems (check all that apply):

- Training
- Personnel
- Technology
- Other (Identify)

Recommendations:

The Gulf Coast Center facility is in its third year of a five-year closure plan. The agency is implementing the reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings.

Performance exceeded the standard for this measure

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LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300

Measure: Percent of persons receiving services who meet the seven foundational outcomes of the personal Outcome Measures: is free from abuse and neglect, safe, connected to natural supports, treated fairly, has best security, exercises rights, and has best possible health.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
- Performance Assessment of Output Measure Deletion of Measure
- Adjustment of GAA Performance Standards

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 15% | 12.09% | -2.91% | -19.4% |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors
- Competing Priorities
- Previous Estimate Incorrect
- Other (Identify)
- Staff Capacity
- Level of Training

Explanation:

External Factors (check all that apply):

- Resources Unavailable
- Legal/Legislative Change
- Target Population Change
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission
- Technological Problems
- Natural Disaster
- Other (Identify)

Explanation: Segregated settings such as state institutions are inherently less suited to high achievement in this measure because congregate living does not facilitate consumers' preferences in many areas. For example, a person in a state facility may not be readily connected to natural supports, such as family, since they are restricted to living in the areas where state facilities are located. It is important to note that the facilities have made significant improvement in this measure since inception. The implementation of legislative and policy changes relating to zero tolerance of sexual abuse of persons with disabilities will positively impact the performance of this measure by creating another means of ensuring resident safety and freedom from abuse.

Management Efforts to Address Differences/Problems (check all that apply):

- Training
- Personnel
- Technology
- Other (Identify)

Recommendations: The agency is implementing the reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300
Measure: Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program.

Action:

- Performance Assessment of Outcome Measure
- Performance Assessment of Output Measure
- Adjustment of GAA Performance Standards
- Revision of Measure
- Deletion of Measure

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 310 | 365 | 55 | + 17.74% |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors
- Competing Priorities
- Previous Estimate Incorrect
- Other (Identify)
- Staff Capacity
- Level of Training

Explanation:

Dedication of resources to the MRDP and step down facilities has enabled the agency to meet demand for this court ordered service until early in 05-06.

External Factors (check all that apply):

- Resources Unavailable
- Legal/Legislative Change
- Target Population Change
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission
- Technological Problems
- Natural Disaster
- Other (Identify)

Explanation:

The number of adults found incompetent to proceed to trial is a factor not within the agency's control. Commitments for this service during FY 05-06 and FY 06-07 have increased beyond the agency ability to admit defendants in the timeframes required by statute.

Management Efforts to Address Differences/Problems (check all that apply):

- Training
- Personnel
- Technology
- Other (Identify)

Recommendations:

No action is needed.* Performance for this measure exceeded the approved standard.

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LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300
Measure: Number adults receiving services in developmental services institutions.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
 Performance Assessment of Output Measure Deletion of Measure
 Adjustment of GAA Performance Standards

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 1,148 | 1,120 | 24 | + 2.4% |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
 Competing Priorities Level of Training
 Previous Estimate Incorrect
 Other (Identify)

Explanation: The closure of the Community of Landmark facility has reduced the number of persons living in state facilities, and the five-year plan to close the Gulf Coast Center facility (now in its second year of implementation) will continue to reduce the number of persons living in state facilities, in concurrence with the Brown v. Bush Settlement agreement.

External Factors (check all that apply):

- Resources Unavailable Technological Problems
 Legal/Legislative Change Natural Disaster
 Target Population Change Other (Identify)
 This Program/Service Cannot Fix The Problem
 Current Laws Are Working Against The Agency Mission

Explanation: Offsetting the reductions realized by the closure of Gulf Coast Center facility is the increase in demand and capacity for forensic residents, which should somewhat reduce the rate of population decline in the next several years.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
 Personnel Other (Identify)

Recommendations: No action is needed.

* Performance for this measure exceeded the approved standard.

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LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Program Management and Compliance

Service/Budget Entity: 67100200

Measure: Administrative cost as a percent of total program costs

Action:

- | | |
|---|--|
| <input type="checkbox"/> Performance Assessment of <u>Outcome</u> Measure | <input type="checkbox"/> Revision of Measure |
| <input checked="" type="checkbox"/> Performance Assessment of <u>Output</u> Measure | <input type="checkbox"/> Deletion of Measure |
| <input type="checkbox"/> Adjustment of GAA Performance Standards | |

| Approved Standard | Actual Performance Results | Difference (Over/Under) | Percentage Difference |
|-------------------|----------------------------|-------------------------|-----------------------|
| 3.50% | 3.43% | -.07 | - 2% |

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Personnel Factors | <input type="checkbox"/> Staff Capacity |
| <input type="checkbox"/> Competing Priorities | <input type="checkbox"/> Level of Training |
| <input type="checkbox"/> Previous Estimate Incorrect | |
| <input type="checkbox"/> Other (Identify) | |

Explanation:

External Factors (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Resources Unavailable | <input type="checkbox"/> Technological Problems |
| <input type="checkbox"/> Legal/Legislative Change | <input type="checkbox"/> Natural Disaster |
| <input type="checkbox"/> Target Population Change | <input checked="" type="checkbox"/> Other (Identify) |
| <input type="checkbox"/> This Program/Service Cannot Fix The Problem | |
| <input type="checkbox"/> Current Laws Are Working Against The Agency Mission | |

Explanation:

Management Efforts to Address Differences/Problems (check all that apply):

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Training | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Personnel | <input checked="" type="checkbox"/> Other (Identify) |

Recommendations:

No action is needed.

* Performance for this measure exceeded the approved standard.

Glossary of Terms and Acronyms

Activity: A unit of work which has identifiable starting and ending points, consumes resources, and produces outputs. Unit cost information is determined using the outputs of activities.

Actual Expenditures: Includes prior year actual disbursements, payables and encumbrances. The payables and encumbrances are certified forward at the end of the fiscal year. They may be disbursed between July 1 and December 31 of the subsequent fiscal year. Certified forward amounts are included in the year in which the funds are committed and not shown in the year the funds are disbursed.

ADT: Adult Day Training

Adult Day Training (ADT): Training programs for adults with developmental disabilities, provided during day-time hours, for the purpose of learning particular life skills and activities.

AHCA: Agency for Health Care Administration

Appropriation Category: The lowest level line item of funding in the General Appropriations Act which represents a major expenditure classification of the budget entity. Within budget entities, these categories may include: salaries and benefits, other personal services (OPS), expenses, operating capital outlay, data processing services, fixed capital outlay, etc. These categories are defined within this glossary under individual listings. For a complete listing of all appropriation categories, please refer to the ACTR section in the LAS/PBS User's Manual for instructions on ordering a report.

Baseline Data: Indicators of a state agency's current performance level, pursuant to guidelines established by the Executive Office of the Governor in consultation with legislative appropriations and appropriate substantive committees.

Budget Entity: A unit or function at the lowest level to which funds are specifically appropriated in the appropriations act. “Budget entity” and “service” have the same meaning. **CIO:** Chief Information Officer

CIP: Capital Improvements Program Plan

D3-A: A legislative budget request (LBR) exhibit which presents a narrative explanation and justification for each issue for the requested years.

DDI: Developmental Disabilities Institution.

Demand: The number of output units which are eligible to benefit from a service or activity.

Developmental Disability: Any of the 5 diagnosed conditions that are defined in Florida Statutes Chapter 393, which are spina bifida, autism, cerebral palsy, Prader-Willi syndrome and mental retardation.

DSIs: Developmental Services Institutions

Developmental Services Institutions (DSIs): Publicly owned facilities for the residential treatment and care of individuals with developmental disabilities. Due to legislative changes in Florida Statutes Chapter 393 the term Developmental Services Institution was changed to Developmental Disabilities Institution (DDI).

EOG: Executive Office of the Governor

Estimated Expenditures: Includes the amount estimated to be expended during the current fiscal year. These amounts will be computer generated based on the current year appropriations adjusted for vetoes and special appropriations bills.

FCO: Fixed Capital Outlay

FFMIS: Florida Financial Management Information System

Fixed Capital Outlay: Real property (land, buildings including appurtenances, fixtures and fixed equipment, structures, etc.), including additions, replacements, major repairs, and renovations to real property which materially extend its useful life or materially improve or change its functional use. Includes furniture and equipment necessary to furnish and operate a new or improved facility.

FLAIR: Florida Accounting Information Resource Subsystem

F.S.: Florida Statutes **FSL:** Family and Supported Living

FTE: Full time equivalent position

GAA: General Appropriations Act

GR: General Revenue Fund

HCBS: Home and Community-Based Services

ICF/DD: Intermediate Care Facility/Developmental Disabilities.

Intermediate Care Facility/Developmental Disabilities: Privately owned facilities for the residential treatment and care of individuals with developmental disabilities.

Indicator: A single quantitative or qualitative statement that reports information about the nature of a condition, entity or activity. This term is used commonly as a synonym for the word “measure.”

Information Technology Resources: Includes data processing-related hardware, software, services, telecommunications, supplies, personnel, facility resources, maintenance, and training.

Input: See Performance Measure.

IQC: Interagency Quality Council

IT: Information Technology

Judicial Branch: All officers, employees, and offices of the Supreme Court, district courts of appeal, circuit courts, county courts, and the Judicial Qualifications Commission.

LAN: Local Area Network

LAS/PBS: Legislative Appropriations System/Planning and Budgeting Subsystem. The statewide appropriations and budgeting system owned and maintained by the Executive Office of the Governor. LBC: Legislative Budget Commission

LBR: Legislative Budget Request

Legislative Budget Commission: A standing joint committee of the Legislature. The Commission was created to: review and approve/disapprove agency requests to amend original approved budgets; review agency spending plans; and take other actions related to the fiscal matters of the state, as authorized in statute. It is composed of 14 members appointed by the President of the Senate and by the Speaker of the House of Representatives to two-year terms, running from the organization of one Legislature to the organization of the next Legislature.

Legislative Budget Request: A request to the Legislature, filed pursuant to section 216.023, Florida Statutes, or supplemental detailed requests filed with the Legislature, for the amounts of money an agency or branch of government believes will be needed to perform the functions that it is authorized, or which it is requesting authorization by law, to perform.

L.O.F.: Laws of Florida

Long-Range Program Plan (LRPP): A plan developed on an annual basis by each state agency that is policybased, priority-driven, accountable, and developed through careful examination and justification of all programs and their associated costs. Each plan is developed by examining the needs of agency customers and clients and proposing programs and associated

costs to address those needs based on state priorities as established by law, the agency mission, and legislative authorization. The plan provides the framework and context for preparing the legislative budget request and includes performance indicators for evaluating the impact of programs and agency performance.

Long Term Care: Care, provided on an ongoing basis in a residential setting such as a developmental services institution, for a person with a developmental disability.

MAN: Metropolitan Area Network (Information Technology)
NASBO: National Association of State Budget Officers

Narrative: Justification for each service and activity is required at the program component detail level. Explanation, in many instances, will be required to provide a full understanding of how the dollar requirements were computed.

Nonrecurring: Expenditure or revenue which is not expected to be needed or available after the current fiscal year.

OPB: Office of Policy and Budget, Executive Office of the Governor

OPS: Other Personal Services

Outcome: See Performance Measure.

Output: See Performance Measure.

Outsourcing: Describes situations where the state retains responsibility for the service, but contracts outside of state government for its delivery. Outsourcing includes everything from contracting for minor administration tasks to contracting for major portions of activities or services which support the agency mission.

PBPB/PB2: Performance-Based Program Budgeting

Pass Through: Funds the state distributes directly to other entities, e.g., local governments, without being managed by the agency distributing the funds. These funds flow through the agency's budget; however, the agency has no discretion regarding how the funds are spent, and the activities (outputs) associated with the expenditure of funds are not measured at the state level. NOTE: This definition of "pass through" applies ONLY for the purposes of long-range program planning.

Performance Ledger: The official compilation of information about state agency performance-based programs and measures, including approved programs, approved outputs and outcomes, baseline data, approved standards for each performance measure and any approved adjustments thereto, as well as actual agency performance for each measure.

Performance Measure: A quantitative or qualitative indicator used to assess state agency performance.

- Input means the quantities of resources used to produce goods or services and the demand for those goods and services.
- Outcome means an indicator of the actual impact or public benefit of a service.
- Output means the actual service or product delivered by a state agency.

Policy Area: A grouping of related activities to meet the needs of customers or clients which reflects major statewide priorities. Policy areas summarize data at a statewide level by using the first two digits of the ten-digit LAS/PBS program component code. Data collection will sum across state agencies when using this statewide code.

Primary Service Outcome Measure: The service outcome measure which is approved as the performance measure which best reflects and measures the intended outcome of a service. Generally, there is only one primary service outcome measure for each agency service.

Privatization: Occurs when the state relinquishes its responsibility or maintains some partnership type of role in the delivery of an activity or service.

Program: A set of services and activities undertaken in accordance with a plan of action organized to realize identifiable goals and objectives based on legislative authorization (a program can consist of single or multiple services). For purposes of budget development, programs are identified in the General Appropriations Act by a title that begins with the word "Program." In some instances a program consists of several services, and in other cases the program has no services delineated within it; the service is the program in these cases. The LAS/PBS code is used for purposes of

both program identification and service identification. “Service” is a “budget entity” for purposes of the LRPP.

Program Purpose Statement: A brief description of approved program responsibility and policy goals. The purpose statement relates directly to the agency mission and reflects essential services of the program needed to accomplish the agency’s mission.

Program Component: An aggregation of generally related objectives which, because of their special character, related workload and interrelated output, can logically be considered an entity for purposes of organization, management, accounting, reporting, and budgeting.

Reliability: The extent to which the measuring procedure yields the same results on repeated trials and data are complete and sufficiently error free for the intended use.

Service: See Budget Entity.

Standard: The level of performance of an outcome or output.

STO: State Technology Office

SWOT: Strengths, Weaknesses, Opportunities and Threats

TCS: Trends and Conditions Statement

TF: Trust Fund

TRW: Technology Review Workgroup

Unit Cost: The average total cost of producing a single unit of output – goods and services for a specific agency activity.

Validity: The appropriateness of the measuring instrument in relation to the purpose for which it is being used.

WAGES: Work and Gain Economic Stability (Agency for Workforce Innovation)

Waiver (Medicaid): Authorizes a state to receive federal matching funds to subsidize Medicaid service delivery to a target population.

WAN: Wide Area Network (Information Technology)

