



**Annual Evaluation of the DCF
Lead Administrative Coordinator
FISCAL YEAR 2017-2018**

Department of Children and Families
Office of Administrative Services
Office of Contracted Client Services

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Mike Carroll
Secretary

Rick Scott
Governor

2017-2018 Annual Evaluation of Department of Children and Families Lead Administrative Coordinator

Executive Summary

Section 287.0575, F.S., requires health and human services agencies that have contracts with common providers of service to coordinate monitoring activities and improve efficiency of monitoring as a result. In addition, it requires coordination within each agency when the agency has more than one (1) contract with a given provider. The Department of Children and Families (DCF) Chief of Contract Oversight is the Department's Lead Administrative Coordinator, and continues to meet expectations identified in statute.

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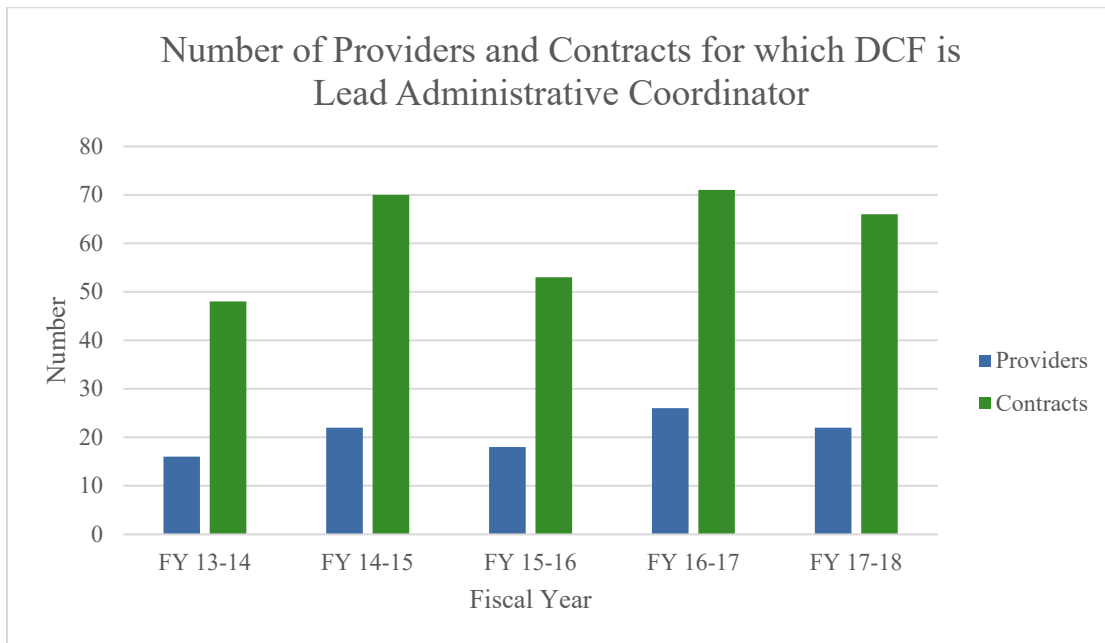
Background

In 2010, s. 287.0575, F.S., was enacted into law. It requires a variety of actions to coordinate monitoring activities among health and human services agencies that have contracts with common providers of service, and improves efficiency of monitoring as a result. In addition, it requires coordination within each agency when the agency has more than one (1) contract with a given provider.

DCF established a centralized contract monitoring function in 2005. It performs administrative, programmatic, and fiscal monitoring for all DCF contracts. This centralization created an environment within DCF where provider monitoring was already coordinated for providers with more than one contract.

The DCF Chief of Contract Oversight continues to serve as the DCF Lead Administrative Coordinator.

The number of providers and contracts for which DCF serves as the Lead Administrative Coordinator decreased after the initial implementation of the law in 2010, due to the Department's transition to Managing Entity contracts for Mental Health and Substance Abuse services. In recent years, the number is more stable.



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List of Providers and Contracts for which DCF is Lead Administrative Coordinator

| Provider Name | Contract Number | Agency | FY 17-18 Amount |
|--|-----------------|--------|-----------------|
| Apalachee Center | LH284 | DCF | \$270,737 |
| | LH288 | DCF | \$238,080 |
| | Y6029 | DOEA | \$80,176 |
| Broward County Board of County Commissioners | CPX10 | DOH | \$1,397,150 |
| | JC206 | DCF | \$715,986 |
| Catholic Charities Archdiocese of Miami | Y6028 | DOEA | \$32,535 |
| | CODLO | DOH | \$3,837 |
| Catholic Charities Bureau | LK189 | DCF | \$192,244 |
| | LK159 | DCF | \$113,456 |
| ChildNet, Inc. | JJ212 | DCF | \$145,743,740 |
| | IJ706 | DCF | \$83,010,131 |
| | IJ707 | DCF | \$205,781 |
| Community Based Care of Central Florida | GJL57 | DCF | \$132,150,172 |
| | LJ951 | DCF | \$380,019 |
| | LJ973 | DCF | \$319,239 |
| Community Partnership for Children | NJ205 | DCF | \$67,554,826 |
| | NJZ02 | DCF | \$205,781 |
| Correct Care, LLC | LI801 | DCF | \$60,127,373 |
| | LI702 | DCF | \$26,498,855 |
| | LI704 | DCF | \$18,238,930 |
| Family Support Services of North Florida | DJ038 | DCF | \$100,888,727 |
| | DJZ01 | DCF | \$205,781 |
| Florida Baptist Children's Homes | LJ971 | DCF | \$400,000 |
| | TJ504 | DCF | \$200,000 |
| Florida Certification Board | LJ965 | DCF | \$767,405 |
| | LH290 | DCF | \$657,869 |

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| Provider Name | Contract Number | Agency | FY 17-18 Amount |
|---|------------------------|--------|-----------------|
| Florida State University | LC939 | DCF | \$1,509,884 |
| | 7ZK02 | DOH | \$342,660 |
| | 7ZK06 | DOH | \$256,353 |
| | COHL1 | DOH | \$225,000 |
| | DJ041 | DCF | \$223,159 |
| | LJ957 | DCF | \$169,396 |
| | 7ZK16 | DOH | \$119,568 |
| | COHI9 | DOH | \$114,167 |
| | BJW10 | DCF | \$112,591 |
| | 6AZ09 | DOH | \$50,374 |
| | BI205 | DCF | \$18,826 |
| | 6AZ11 | DOH | \$17,464 |
| | Guidance / Care Center | LHZ53 | DCF |
| Y6118 | | DEA | \$4,904 |
| Home Again St Johns | NPZ66 | DCF | \$240,553 |
| | NP003 | DCF | \$30,134 |
| | NPZ67 | DCF | \$0 |
| Kids Central Inc | PJL04 | DCF | \$92,200,431 |
| | LJ948 | DCF | \$306,634 |
| | PJ501 | DCF | \$203,308 |
| Lutheran Services Florida | EH003 | DCF | \$137,060,920 |
| | LK172 | DCF | \$758,249 |
| | LK156 | DCF | \$185,000 |
| Lutheran Social Services of Northeast Florida | LK173 | DCF | \$843,314 |
| | LK187 | DCF | \$182,985 |
| | LK195 | DCF | \$151,432 |

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| Provider Name | Contract Number | Agency | FY 17-18 Amount |
|--|-----------------|--------|-----------------|
| Meridian Behavioral Healthcare | DH701 | DCF | \$375,000 |
| | LHZ48 | DCF | \$248,750 |
| Ounce of Prevention | LJ959 | DCF | \$44,945,710 |
| | COHE9 | DOH | \$1,575,956 |
| | LJ968 | DCF | \$904,109 |
| | XQ015 | DOEA | \$59,192 |
| School Board of Hillsborough | LK179 | DCF | \$564,338 |
| | LK193 | DCF | \$533,685 |
| | LC937 | DCF | \$266,610 |
| Southeast Florida Behavioral Health Network | IH611 | DCF | \$72,081,967 |
| | LHZ57 | DCF | \$233,333 |
| University of Florida Department of Psychiatry | LJ974 | DCF | \$236,998 |
| | LJ962 | DCF | \$100,002 |
| | DI412 | DCF | \$27,288 |

Annual Evaluation

The DCF Lead Administrative Coordinator has met expectations in establishing coordinated systems, improving efficiency, and reducing redundant monitoring activities for state agencies and service providers.

- Ms. Dusenbury continues to build relationships with her colleagues in other agencies.
- Ms. Dusenbury conducts electronic tracking of the eligible providers and can quickly provide reliable information about the providers she is responsible for. All information is maintained in electronic format so it can easily be shared within DCF and with other agencies via email.
- Ms. Dusenbury deployed information to all monitoring staff within DCF and regularly monitors the schedule to ensure coordinated systems are used for the applicable providers.
- Ms. Dusenbury advocated for reducing, to the greatest extent possible, the burden on providers by identifying the most relevant documents to be required by the specific agencies who share a particular provider; instead of applying a generic list of all possible documents for every provider.
- Ms. Dusenbury is flexible in allowing providers to submit information and documents in any manner that the provider finds most convenient. Providers have been allowed to submit documents by email, mail, and by providing web links.
- Documents provided to DCF have been used by DCF and have been shared when requested by other involved agencies. DCF has requested documents from other agencies when that agency houses the responsible Lead Administrative Coordinator.
- Ms. Dusenbury continues to utilize email to the greatest extent possible to reduce mailing costs.

Overall, Ms. Dusenbury has continued to meet expectations in her performance as the DCF Designated Lead Administrative Coordinator in fiscal year 2017-2018.