

Mental Health/Disability Services of the East Central Region Annual Service and Budget Plan FY 2015

Serving the following counties in Iowa:
Benton, Bremer, Buchanan, Delaware, Dubuque, Iowa, Johnson, Jones, Linn

Introduction

The East Central Region (ECR) was formed under Iowa Code Chapter 28E to create a mental health and disability service region in compliance with Iowa Code 331.390.

In compliance with IAC 441-25, the ECR Management Plan includes three parts: Annual Service and Budget Plan, Annual Report, and Policies and Procedures Manual. The Annual Service and Budget Plan includes the services to be provided and the cost of those services, local access points, Targeted Case Management agencies, a plan for ensuring effective crisis prevention and a description of the scope of services, projection of need and cost to meet the need, and provider reimbursement provisions.

The Annual Service and Budget Plan has been approved by the East Central Region's governing board and is subject to approval by the Director of Human Services. The ECR Management Plan is available in each local ECR office.

Access Points

An access point is a part of the service system or community that shall be trained to complete the MH/DS funding applications for persons with a disability and forward them to the local ECR county office.

County Office	Address	Phone
Benton County	303 1 st Ave Vinton IA 52349	319-472-4743
Bremer County	203 1 st Ave NE Waverly IA 50677	319-352-2993
Buchanan County	210 5 th Ave NE Independence IA 50644	319-334-7450
Delaware County	601 Grant St Manchester IA 52057	563-927-5116
Dubuque County	720 Central Dubuque IA 52001	563-589-7870
Dubuque County	Hillcrest Family Services 200 Mercy Drive Dubuque IA 52001	563-582-0145
Iowa County	495 4 th Ave POB 7 Conroy IA 52220	319-662-4245
Johnson County	855 S Dubuque St Suite 202 B Iowa City IA 52240	319-339-6169
Jones County	105 Broadway Plc Ste 2 POB 427 Anamosa IA 52205	319-462-4457
Linn County	1240 26 th Ave Court SW Cedar Rapids IA 52404	319-892-5671

Targeted Case Management

The ECR shall offer a choice and access to cost-effective, evidenced-based, conflict-free Targeted Case Management as described in IAC 441-25.21(1)g.

Designated Case Management agencies serving the ECR must be accredited by the Department of Human Services. Targeted Case Managers must meet the qualifications as defined in IAC 441.

Targeted Case Management and Service Coordination Services shall meet the following expectations:

- Performance and outcome measures relating to the safety, work performance and community residency of the individuals receiving the service
- Standards including but not limited to social history, assessment, service planning, incident reporting, crisis planning, coordination, and monitoring for individuals receiving the services
- Methodologies for complying with the requirements of sub rule 441-25.21(1)g, which may include the use of electronic recording keeping and remote or internet based training

The ECR has identified and designated the following providers for case management:

- Bremer County Case Management
- Buchanan County Case Management
- Delaware County Case Management,
- DHS Targeted Case Management
- Johnson County Case Management
- Jones County Case Management
- Linn County Case Management
- Southeast Iowa Case Management
- Other case management programs developed by a county or group of counties in the region

Area	Provider	Location	Phone
Benton	DHS Targeted Case Management	303 1st Ave Vinton IA 52349	319-472-4743
Bremer	Bremer County Case Management	203 1 st Ave NE Waverly IA 50677	319-352-1919
Buchanan	Buchanan County Case Management	210 5 th Ave NE Independence IA 50644	319-334-7450
Delaware	Delaware County Case Management	601 Grant St Manchester IA 52057	563-927-5116
Dubuque	DHS Targeted Case Management	799 Main St Ste 340 Nesler Center Dubuque IA 52001-6825	563-585-4680
Iowa	Southeast Iowa Case Management	1509 E Washington St Washington IA 52353	319-653-6217
Johnson	Johnson County Case Management	855 S Dubuque St Iowa City IA 52240	319-339-6169
Jones	Jones County Case Management	105 Broadway Plc Suite 2 POB 427 Anamosa IA 52205	319-462-4457
Linn	Linn County Case Management	1240 26 th Ave Court SW Cedar Rapids IA 52404	319-261-0576

Crisis Planning

As referenced in IAC 441.25.18(2)c., a continuum of crisis prevention strategies and services are utilized and will continue to be designed, implemented and enhanced during the first year of operating as a region. Funding for outpatient mental health services is available through the ECR for individuals before they are determined eligible for other funding sources. This provision will assist in preventing mental health symptoms from escalating into a crisis due to lack of funding for needed services. The ECR will also utilize the following methods to assist with crisis prevention: providing Mental Health First Aid training for stakeholders; ensuring all individuals served have a crisis plan developed with their service provider(s), Target Case Managers, and Coordinators that identifies triggers, steps to take when experiencing increased symptoms, natural supports, etc.; increasing community capacity; and funding prevention services such as psychotropic medication, Community Support Program, and Intensive Psychiatric Rehabilitation when an individual does not have insurance. Additional crisis services will be developed based upon the needs identified by stakeholders and utilization reports designed to identify gaps in services and barriers experienced by individuals in need of services.

Current basic crisis response and resolution provisions, including 24 hour access to crisis response and evaluation, is provided through Community Mental Health Centers and other mental health providers listed below.

Area	Provider	Location	Phone
Benton	Abbe Center for CMH	1701 2 nd Ave Vinton IA 52349	319-472-5226
Bremer	Covenant Clinic Psychiatry	217 20 th St NW PO Box 857 Waverly IA 50677	319-352-9606
Buchanan	Abbe Center for CMH	211 2 nd Ave NE Suite 8 PO Box 489 Independence IA 50644	319-334-4010
Delaware	Abbe Center for CMH	721 S 5 th St Manchester IA 52057	563-927-6700
Dubuque	Hillcrest Family Services	200 Mercy Drive Dubuque IA 52001	563-582-0145
Iowa	MidEastern Iowa CMH	505 39 th Amana IA 52203	319-338-7884
Johnson	MidEastern Iowa CMH	507 E College St Iowa City IA 52240	319-338-7884
Jones	Abbe Center for CMH	105 Broadway Place Suite 19 Anamosa IA 52205	319-462-4807
Linn	Abbe Center for CMH Foundation II	520 11th ST NW Cedar Rapids IA 52405 1540 2nd Ave SE Cedar Rapids IA 52403	319-398-3562 319-247-0030

Scope of Services and Projected Need

COA Code(s)	Core Services	MI, ID, DD	Projected # Served
4x43-301	Treatment: Assessment & Evaluation	X	
4x42-305	Treatment: MH Outpatient Therapy	X	150
4x42-306	Treatment: Psychotropic Medication Prescribing & Management	X	150
4x71-319, 4x73-319	Treatment: MH Inpatient Treatment	X	80
4x41-306	Treatment: Medications *	X	100
4x42-309	Treatment: Partial Hospitalization *	X	
4x42-363	Treatment: Day Treatment, including Intensive Psychiatric Rehabilitation*	X	5
4x42-396	Treatment: Community Support Programs *	X	20
4x44-305 or 4x42-346	Basic Crisis Response: 24-hour Access to Crisis Response	X	
4x42-301	Basic Crisis Response: Evaluation	X	
4x32-322	Basic Crisis Response: Personal Emergency Response System	X	7
4x74-300, 4x74-353, 4x74-393, 4x74-399, 4x75-xxx	Commitment Related (Evaluations, Sheriff Transport, Legal Representation, Mental Health Advocates)	X	200
4x32-320	Support for Community Living: Home Health Aide	X	
4x32-399	Support for Community Living: Home & Vehicle Mod	X	
4x32-325	Support for Community Living: Respite	X	5
4x32-329	Support for Community Living: Supportive Community Living (Daily)	X	15
4x32-329	Support for Community Living: Supportive Community Living (Hourly)	X	250
4x31-354	Support for Community Living: Transportation *	X	100
4x33-345	Support for Community Living: Rent Assistance *	X	70
4x50-399	Support for Employment: Day Habilitation	X	10
4x50-364	Support for Employment: Job Development	X	
4x50-368 or 4x50-369	Support for Employment: Supported Employment	X	70
4x50-362	Support for Employment: Prevocational Services	X	100
4x45-323	Recovery Services: Family Support	X	
4x45-366	Recovery Services: Peer Support	X	
4x21-375	Service Coordination: Case Management	X	
4x22-xxx	Service Coordination: Service Coordination	X	
4x24-376	Service Coordination: Health Homes	X	

COA Code	Additional Core Services	MI, ID, DD	Projected # Served
4x23-xxx	Comprehensive Crisis Services: 23-Hour, Stabilization Facility	X	
4x23-xxx	Comprehensive Crisis Services: Crisis Residential Services	X	
4x22-xxx	Justice-Involved Services: Jail Diversion	X	
4x23-xxx	Justice-Involved Services: Civil Commitment Prescreening	X	
4x23-xxx	Advances in EBPs: Positive Behavioral Supports	X	
4x42-397	Advances in EBPs: Assertive Community Treatment	X	5
4x42-366	Advances in EBPs: Peer Self-Help Drop-In Centers; Clubhouse	X	
COA Code	Other Services	MI, ID, DD	Projected # Served
4x37-373	Public Education *	X	
4411-xxx	Administration	X	
4x63-314, 4x63-315, 4x63-316, 4x64-314, 4x64-315, 4x64-316	Residential Care Facility*	X	260

* Specific service not included in legislation

See Appendix A Service Matrix for further information

See Appendix C for 2014 Federal Poverty Guidelines

Budget and Finance for FY 15

See Appendix B for FY 2015 Budget

The accounting system and financial reporting to the department conforms to Iowa Administrative Code 441-25.13 (2) and Iowa Code 331.391 and includes all non-Medicaid mental health and disability expenditures funded by the Region. Information is separated and identified in the most recent Uniform Chart of Accounts approved by the State County Finance Committee including, but not limited to the following: expenses for administration; purchase of services; and enterprise costs for which the region may be a service provider or is directly billing and collecting payments.

Rationale Specific to Budgeting and Finance for FY15 for the Mental Health/Disability Services of the East Central Region (ECR):

After a Fiscal Year 2015 Budget Preparation Calendar was established, an Excel budget worksheet was developed to include expenses currently budgeted by each of the nine counties in the region. The spreadsheet contained lines for both Service Chart of Accounts (COA) and Administrative costs by COA. The spreadsheet was pre-populated with diagnosis and activity codes and descriptions. There was a section provided to add any additional codes used by individual counties.

Each county was asked to provide service area four (4) mental health related expenditures and administrative costs in detail by COA, diagnostic code and general administrative coding that included all staff costs (county social workers, guardian/payees and/or mental health advocate, etc.). After individual counties completed the Region's budget spreadsheet, Dubuque County merged all nine sheets to create one regional budget for the ECR that contains Chart of Accounts that are currently being paid from Fund 10 for both services and administrative costs. The newly revised Uniform Chart of Accounts was then reviewed as well as the initial core services identified in Senate File 2315. Revenues considered at this time are the combined totals of the

nine county property taxes (\$21,329,024) and equalization dollars (\$5,732,111) for total projected revenue of \$27,061,135. The \$27,061,135 projected revenue was then proportioned into each Chart of Account of the nine county merged spreadsheet as well as encumbering dollars in the new initial core services COA's.

It has been proposed that startup funds will equal 25% of estimated first year expenditures, subject to review and consultation with county auditors and finance directors. Each county will be requested to contribute startup funds from ending cash balances on a per capita basis, subject to availability and depending on how DHS makes the equalization payments.

Financial Forecasting

Historical service utilization is the starting point for all financial projections and was utilized when developing the current budget. As the expenditures shift to fund the identified core and additional cores services and as new services are developed, the ECR will amend the current budget to reflect any necessary changes. The fiscal agent will provide monthly expenditure reports that will identify service costs and projected availability of funds throughout the fiscal year. See Scope of Service and Projected Need chart above for additional information.

The ECR will meet with stakeholder groups to identify unmet needs and areas for service development. The Regional Advisory Committee will represent the views of their peers and make recommendations to the Regional Governing Board regarding administration of the regional disability services system including needed services, strategic planning, and budgeting.

A budget analysis system and risk management plan shall include, but not be limited, to the following:

- Total service utilization and costs by all service types and providers
- Total units delivered and billed by each provider and service component
- Penetration rate of each service within the region
- Gaps in services within the region and the projected cost to meet the identified service needs
- Analysis of total regional funds expended to date and amount remaining in the fiscal period to pay for services
- Identification of seasonal variations in service utilization and cost patterns
- Provision of timely reports to the Governing Board, the CEO, and Advisory Committee
- Evaluation of the feasibility of funding for the additional core services domain

Provider Reimbursement Provisions

It is the intent of the ECR to be a comprehensive system of care, assisting individuals regardless of their insurance status. Services will be developed based upon identified needs of individuals living within the ECR. The ECR will provide funding approaches that identify and incorporate all services and sources of funding used by individuals receiving services, including insurance, medical assistance program and self-payment. The ECR shall be responsible for funding only those services and supports that are authorized, in accordance with the process described in the MHDS Plan, within the constraints of budgeted dollars. The ECR shall be the funder of last resort and regional funds shall not replace other funding that is available. ECR staff will assist individuals with applying for any available funding sources and will encourage providers to develop services that are funded by Medicaid/Title 19 and Home and Community Based Services (HCBS). There are a number of additional resources available within the ECR for possible funding including the Iowa Department of Public

Health, the University of Iowa Hospitals and Clinics, United Way funds, various grants and other sources of reimbursement. Case Managers and Coordinators will ensure that all services and funding sources are identified and incorporated into the individual's plan.

Based on contracting criteria, the ECR will contract with MHDS providers whose base of operation is in the Region to meet the service needs of the population. The Region may also honor contracts that other Regions have negotiated with their local providers and may choose to contract with providers outside of the Region. A contract may not be required with providers that provide one-time or as needed services. The Region may utilize vouchers and other non-traditional means to fund services. The ECR will make efforts to recruit and approve non-traditional providers as part of the service provider network and will utilize the criteria and process for selecting and approving providers not currently subject to license, certification, or other state approval standards designated in the ECR Management Plan.

At this time, the ECR utilizes fee for service funding as well as limited block grants for specific activities where billing based on individuals is impractical (example: emergency services, drop-in center). The Region will move toward outcomes-based funding and will examine ways to develop financial incentives for obtaining high performance individual outcomes and cost effectiveness.

The ECR is currently encouraging, and will eventually require, that all providers participate in the quality improvement partnership for system development in the region to become welcoming, person/family centered, trauma informed, and multi-occurring capable. The region will provide many opportunities for training, mentoring and support so that every provider who desires to increase their capabilities will succeed. We value the excellent services that take place daily in the counties throughout our region and we know that all providers take every opportunity to enhance the skills of their workforce. Consequently we believe that the provider network that exists today will continue to exist in the future.

APPENDIX A Service Matrix

Core Service Domain: Specific Service	Description	Limits/Specifications/Access Standards Need for services will be based on a standardized assessment which identifies level of need
Initial Core Services		
Treatment: Assessment & Evaluation	The clinical review by a mental health professional of the current functioning of the individual using the service in regard to the individual's situation, needs, strengths, abilities, desires and goals to determine the appropriate level of care.	An individual who has received inpatient services shall be assessed and evaluated within four weeks.
Treatment: MH Outpatient Therapy	Services will consist of evaluation and treatment services provided on an ambulatory basis for the target population including psychiatric evaluation, medication management and individual, family, and group therapy.	Maximum of 24 sessions in a twelve month period. Therapy will not be funded while individuals are in jail. If need is an emergency, services will be initiated within 15 minutes of telephone contact. If need is urgent, services will be provided within one hour of presentation or 24 hours of telephone contact. If need is routine, services will be provided within four weeks of request for appointment. Services are available within 30 miles for an individual residing in an urban community and 45 miles for an individual residing in a rural community.
Treatment: Psychotropic Medication Prescribing & Management	Services provided directly to or on behalf of the individual by a licensed psychiatrist or psychiatric ARNP as authorized by Iowa law including, but not limited to, monitoring effectiveness of and compliance with a medication regimen; coordination with care providers; investigating potentially negative or unintended psychopharmacologic or medical interactions; reviewing laboratory reports; and activities pursuant to licensed prescriber orders. Services with the individual present provided by an appropriately licensed professional as authorized by Iowa law including, but not limited to, determining how the medication is affecting the individual; determining any drug interactions or adverse drug effects on the individual; determining the proper dosage level; and prescribing medication for the individual for the period of time before the individual is seen again.	Maximum of 12 sessions in a twelve month period. Med Management will not be funded for individuals in jail unless requested by jail diversion staff.
Treatment: MH Inpatient Treatment	Acute inpatient mental health services are 24-hour settings that provide services to treat acute psychiatric conditions. Primary goal is to provide a comprehensive evaluation, rapidly stabilize symptoms, address health and safety needs and develop a comprehensive and appropriate discharge plan.	Commitments: ECR will pay up to hearing date. Payment may be continued for up to 5 days after the hearing date subject to collaboration with ECR staff. Insurance must be billed and necessary appeals completed. Voluntary hospitalizations must be prescreened by a QMHP, with copy of the prescreening provided to the ECR before payment will be made. An individual in need of emergency inpatient services shall receive treatment within 24 hours. Inpatient services are available within the region and within reasonably close proximity to the region.
Treatment: Medications *	Prescription psychiatric medications for persons having a mental health diagnosis.	60 day limit based on ECR formulary. Must apply for Affordable Care Act insurance and/or patient assistance program. Medications will not be provided to individuals in jail.

Core Service Domain: Specific Service	Description	Limits/Specifications/Access Standards Need for services will be based on a standardized assessment which identifies level of need
Treatment: Partial Hospitalization *	Active treatment program providing intensive services in a structured therapeutic environment.	
Treatment: Day Treatment*	Individualized services emphasizing mental health treatment and intensive psychiatric rehabilitation activities.	
Treatment: Community Support Programs (CSP)*	Comprehensive programs to meet individual treatment and support needs in a community setting	
Basic Crisis Response: 24-hour Access to Crisis Response (24-hour hotline, mobile crisis)	Program designed to stabilize an acute psychiatric crisis episode, which is available 24 hours a day, 365 days a year. Program that operates a crisis hotline to relieve distress in pre-crisis and crisis situations, reduce the risk of escalation, arrange for emergency on-site responses, and refer callers to appropriate services. Crisis evaluation and treatment services provided by a team of professionals deployed into the community.	
Basic Crisis Response: Evaluation	The process used with an individual to collect information related to the individual's history and needs, strengths, and abilities in order to determine appropriate services or referral during an acute psychiatric crisis episode.	Provided within 24 hours
Basic Crisis Response: Personal Emergency Response System	An electronic device connected to a 24-hour staffed system which allows the individual to access assistance in the event of an emergency. Program that operates a crisis hotline to relieve distress in pre-crisis and crisis situations, reduce the risk of escalation, arrange for emergency on-site responses, and refer callers to appropriate services.	
Commitment Related (Evaluations, Sheriff Transport, Legal Representation, Mental Health Advocates)	Court ordered services related to mental health commitments	Costs for individuals that are committed on both a mental health and substance abuse commitment will be split between mental health and substance abuse budgets. Expenses for juveniles will not be covered.
Support for Community Living: Home Health Aide	Unskilled medical services which provide direct personal care. This service may include assistance with activities of daily living, such as helping the recipient to bathe, get in and out of bed, care for hair and teeth, exercise, and take medications specifically ordered by the physician.	The first appointment shall occur within four weeks of the individual's request of support for community living.
Support for Community Living: Home & Vehicle Mod	A service that provides physical modifications to the home or vehicle that directly address the medical health or remedial needs of the individual that are necessary to provide for the health, welfare, and safety of the member and to increase or maintain independence.	Lifetime limit equal to that established for the HCBS waiver for individuals with intellectual disabilities. Provider payment will be no lower than that provided through the HCBS waiver. The first appointment shall occur within four weeks of the individual's request of support for community living.

Core Service Domain: Specific Service	Description	Limits/Specifications/Access Standards Need for services will be based on a standardized assessment which identifies level of need
Support for Community Living: Respite	A temporary period of relief and support for individuals and their families provided in a variety of settings. The intent is to provide a safe environment with staff assistance for individuals who lack an adequate support system to address current issues related to a disability. Respite may be provided for a defined period of time; respite is either planned or provided in response to a crisis.	Total respite must not exceed limits established by the HCBS waiver for individuals with intellectual disabilities. The first appointment shall occur within four weeks of the individual's request of support for community living.
Support for Community Living: Supportive Community Living (Daily)	Services and supports to enhance an individual's ability to regain or attain higher levels of independence or to maximize current levels of functioning.	Rate must not exceed the limit for daily Home Based Habilitation. The first appointment shall occur within four weeks of the individual's request of support for community living.
Support for Community Living: Supportive Community Living (Hourly)	Services provided in a non-institutional setting to adult persons with mental illness, intellectual, or developmental disabilities to meet the persons' daily living needs.	Must not exceed 8 hours per day. The first appointment shall occur within four weeks of the individual's request of support for community living.
Support for Community Living: Transportation *	Transportation to allow an individual to conduct business errands, shop, receive medical services, work, attend school, and reduce social isolation.	Transportation for trips other than to day program, work, vocational services, and medical appointments will be limited to the need determined by the interdisciplinary team. The first appointment shall occur within four weeks of the individual's request of support for community living.
Support for Community Living: Rent Assistance *	General Assistance or on-going rent support provided through an organized program to allow an individual to maintain an affordable home in the community.	Individual must be leaving RCF or inpatient mental health or moving into a 24-hour or transitional living setting. Individual must not have been awarded Social Security or SSI, must have a signed IAR, and must be receiving SCL services and following their treatment plan. Continued eligibility will be reviewed quarterly. The first appointment shall occur within four weeks of the individual's request of support for community living.
Support for Employment: Day Habilitation	Services that assist or support the individual in developing or maintaining life skills and community integration. Services will enable or enhance the individual's functioning, physical and emotional health and development, language and communication development, cognitive functioning, socialization and community integration, functional skill development, behavior management, responsibility and self-direction, daily living activities, self-advocacy skills, or mobility.	The initial referral shall take place within 60 days of the individual's request of support for employment.
Support for Employment: Job Development	Services that assist individuals in preparing for, securing and maintaining gainful, competitive employment. Employment will be integrated into normalized work settings, will provide pay of at least minimum wage, and will be based on the individual's skills, preferences, abilities, and talents.	Must access services through Department of Vocational Services. Limit of 15 hours per month for a six month period. The initial referral shall take place within 60 days of the individual's request of support for employment.

Core Service Domain: Specific Service	Description	Limits/Specifications/Access Standards Need for services will be based on a standardized assessment which identifies level of need
Support for Employment: Supported Employment	An approach to helping individuals participate as much as possible in competitive work in integrated work settings that are consistent with the strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice of the individuals. Services are targeted for individuals with significant disabilities for whom competitive employment has not traditionally occurred; or for whom competitive employment has been interrupted or intermittent as a result of a significant disability including either individual or group supported employment, or both, consistent with evidence-based practice standards published by the Substance Abuse and Mental Health Services Administration.	Limit of 120 units for the first six months. Limit of 4 hours per month for follow-along services. The initial referral shall take place within 60 days of the individual's request of support for employment.
Support for Employment: Prevocational Services	Services that focus on developing generalized skills that prepare an individual for employment. Prevocational training topics include but are not limited to attendance, safety skills, following directions, and staying on task.	Not eligible for prevocational services if individual has Waiver or Habilitation services. The initial referral shall take place within 60 days of the individual's request of support for employment.
Recovery Services: Family Support	Services provided by a family support peer specialist that assists the family of an individual to live successfully in the family or community including, but not limited to, education and information, individual advocacy, family support groups, and crisis response.	
Recovery Services: Peer Support	A program provided by a peer support specialist including but not limited to education and information, individual advocacy, family support groups, crisis response, and respite to assist individuals in achieving stability in the community.	Total respite must not exceed limits established by the HCBS waiver for individuals with intellectual disabilities. Services are available within 30 miles for an individual residing in an urban community and 45 miles for an individual residing in a rural community.
Service Coordination: Case Management	Service provided by a case manager who assists individuals in gaining access to needed medical, social, educational, and other services through assessment, development of a care plan, referral, monitoring and follow-up using a strengths-based service approach that helps individuals achieve specific desired outcomes leading to a healthy self-reliance and interdependence with their community.	Services will be provided within 10 days of the initial request for such service or after being discharged from an inpatient facility.
Service Coordination: Service Coordination *	Activities designed to help individuals and families identify service needs and coordinate service delivery.	Services will be provided within 10 days of the initial request for such service or after being discharged from an inpatient facility.
Service Coordination: Health Homes	A service model that facilitates access to an interdisciplinary array of medical care, behavioral health care, and community-based social services and supports for both children and adults with chronic conditions. Services may include comprehensive care management; care coordination and health promotion; comprehensive transitional care from inpatient to other settings, including appropriate follow-up; individual and family support, which includes authorized representatives; referral to community and social support services, if relevant; and the use of health information technology to link services, as feasible and appropriate.	Services will be provided within 10 days of the initial request for such service or after being discharged from an inpatient facility.

Core Service Domain: Specific Service	Description	Limits/Specifications/Access Standards Need for services will be based on a standardized assessment which identifies level of need
Additional Core Services		
Comprehensive Crisis Services: 23-Hour, Stabilization Facility	Crisis evaluation and stabilization provided by nurses and supervised by a psychiatrist for less than 24 hours.	Not currently available. See transition plan.
Comprehensive Crisis Services: Crisis Residential Services	Crisis evaluation and stabilization provided in a temporary residential setting.	
Justice-Involved Services: Jail Diversion	Program that is designed to divert individuals from jail by providing assessment, coordination and supportive services.	
Justice-Involved Services: Civil Commitment Prescreening	Program that provides assessment of individuals for whom family members are considering filing an application for involuntary commitment to determine if another course of treatment is appropriate.	Not currently available. See transition plan.
Advances in Evidence Based Practices (EBP): Positive Behavioral Supports		Not currently available. See transition plan.
Advances in EBP: Assertive Community Treatment		
Advances in EBP: Peer Self-Help Drop-In Centers; Clubhouse	An intentional community designed to create a restorative environment within which individuals develop skills necessary to gain employment, as well as improve social connectedness with the community.	Will work toward alternative funding sources.

Core Service Domain: Specific Service	Description	Limits/Specifications/Access Standards Need for services will be based on a standardized assessment which identifies level of need
Other Services		
Public Education *	Activities provided to increase awareness and understanding of the causes and nature of conditions or situations which affect an individual's functioning in society	
Administration	Activities necessary to manage the service system	
Residential Care Facility	Facilities licensed as residential care facilities, including those with special licenses for individuals with intellectual disabilities or for persons with mental illness	
Sheltered Work Services/Work Activity	Services provided by a facility carrying out a recognized program of rehabilitation, habilitation, or education for persons with disabilities, designed to lead to competitive employment, or provision of long-term, remunerative employment	
Basic Needs	Funding for items to maintain the person in a stable environment	To meet emergency needs only

APPENDIX B

**Mental Health/Disability Services of the
East Central Region
FY15 Regional Budget**

MH Diagnosis Code	Activity Code (COA)	Description	FY15 Budget
40	04371	Information and Referral Svs	\$ 17,419
40	05373	Public Education Services	\$ 33,783
40	00399	Total Education & Information	\$ 51,202
40	21375	Case Management	\$ 81,001
40	22489	Misc Svs Mgt (Jail Diversion)	\$ 274,088
40	23376	Crisis Care Coordination	\$ 10,557
40	20399	Total Service Coordination (Co Social Work, etc.)	\$ 355,089
40	31354	Transportation – General	\$ 36,951
40	32320	Support Services - Homemaker/Home Health Aid	\$ 3,167
40	32322	Support Services - Home Management Services (include PERS)	\$ 19,307
40	32325	Support Services – Respite	\$ 5,279
40	32326	Support Services - Guardian/Conservator	\$ 7,390
40	32327	Support Services - Representative Payee	\$ 32,719
40	32329	Supported Community Living	\$ 1,120,218
40	32399	Home/Vehicle Mods (32328?)	\$ 29,083
40	33345	Basic Needs - Ongoing Rent Subsidy	\$ 264,916
40	33399	Basic Needs – Other	\$ 82,631
40	30399	Total Personal & Environmental Supports	\$ 1,601,661
40	41305	Physiological Treatment – Outpatient	\$ 15,836
40	41306	Physiological Treatment - Prescription Medicine/Vaccines	\$ 375,604
40	41307	Physiological Treatment - In-Home Nursing	\$ 1,055
40	44304	Psychotherapeutic Treatment - Acute & Emergency Treatment	\$ 34,100
40	42305	Psychotherapeutic Treatment – Outpatient	\$ 4,514,141
40	42366	Psychotherapeutic Treatment - Social Support Services	\$ 153,273
40	42396	Community Support Programs	\$ 1,354,243
40	42397	Psychotherapeutic Treatment - Psychiatric Rehabilitation	\$ 87,728
40	42399	Psychotherapeutic Treatment – Other	\$ 155,186
40	43301	Evaluations (Diagnostic) NOT related to Commitments	\$ 129,670
40	44305	Community Based Crisis Intervention	\$ 10,557
40	44346	Telephone Crisis Services	\$ 10,557
40	45232	Family Support	\$ 10,557
40	45366	Peer Support	\$ 10,557
40	40399	Total Treatment Services	\$ 6,873,621
40	50360	Voc/Day - Sheltered Workshop Services/Work Activity	\$ 63,344
40	50362	Prevoc services	\$ 34,881
40	50367	Voc/Day - Adult Day Care	\$ 16,870
40	50368	Voc/Day - Supported Employment Services	\$ 16,600
40	50369	Group Supported Employment	\$ 527
40	50399	Total Work/Other Day Services	\$ 132,222
40	63329	Supported Community Living (6+ Bed) - RCF	\$ 666,054
40	64314	Comm Based Settings (6+ Beds) – RCF	\$ 6,781,211
40	64315	Comm Based Settings (6+ Beds) - RCF/MR	\$ 13,986

MH Diagnosis Code	Activity Code (COA)	Description	FY15 Budget
40	64316	Comm Based Settings (6+ Beds) - RCF/PMI	\$ 1,143,951
40	64317	Nursing Facility (6+ Beds) - (non-Medicaid)	\$ 527
40	63399	Other 6+ beds (Transitional Living)	\$ 451,103
40	60399	Total Residential	\$ 9,056,832
40	71319	State MHI Inpatient - Per diem charges	\$ 1,425,256
40	73319	Other Priv./Public Hospitals - Inpatient per diem charges	\$ 871,202
40	74300	Commitment - Diagnostic Evaluations	\$ 362,201
40	74353	Commitment - Sheriff Transportation	\$ 317,547
40	74393	Commitment - Legal Representation	\$ 172,943
40	74399	Commitment - Other	\$ 25,375
40	75395	Mental Health Advocate - General	\$ 486,686
40	70399	Total Institutional	\$ 3,661,210
42	00399	Total Education & Information	\$ 4,064
42	21375	Case Management - 100% County	\$ 12,668
42	22489	Services Management - Other	\$ 23,500
42	20399	Total Service Coordination (Co Social Work, etc.)	\$ 36,168
42	21374	Case Management Medicaid Match	\$ 17,132
42	31354	Transportation - General	\$ 47,508
42	32320	Support Services - Homemaker/Home Health Aid	\$ 1,009
42	32322	Support Services - Home Management Services (include PERS)	\$ 2,639
42	32325	Support Services - Respite	\$ 2,639
42	32326	Support Services - Guardian/Conservator	\$ 5,122
42	32327	Support Services - Representative Payee	\$ 26,393
42	32329	Support Services - Supported Community Living	\$ 34,548
42	32399	Home/Vehicle mods	\$ 31,672
42	33345	Basic Needs - Ongoing Rent Subsidy	\$ 10,557
42	33399	Basic Needs - Other	\$ 5,004
42	30399	Total Personal & Environmental Supports	\$ 184,223
42	42366	Social Support Service (Drop-in Ctr)	\$ 170,697
42	42396	Psychotherapeutic Treatment - Community Support Programs	\$ -
42	40399	Total Treatment Services	\$ 170,697
42	50360	Voc/Day - Sheltered Workshop Services/Work Activity	\$ 365,499
42	50362	Pre-Voc services	\$ 510,174
42	50367	Voc/Day - Adult Day Care	\$ 30,042
42	50368	Voc/Day - Supported Employment Services	\$ 3,204
42	50369	Group Supported Employment	\$ 15,836
42	50399	Day Habilitation	\$ 79,180
42	50399	Total Work/Other Day Services	\$ 1,003,935
42	63329	Supported Community Living (6+ Bed) - RCF	\$ 49,983
42	64314	Comm Based Settings (6+ Beds) - RCF	\$ 234,172
42	64315	Comm Based Settings (6+ Beds) - RCF/MR	\$ 3,167
42	64318	Intermediate Care Facility (non-Medicaid)	\$ -
42	60399	Total Residential	\$ 287,322
42	71319	State MHI	\$ -
42	74353	Commitment - Sheriff Transportation	\$ 22,863
42	74393	Commitment - Legal Representation	\$ 3,635
42	74399	Commitment - Other	\$ -
42	75395	Mental Health Advocate - General	\$ 20,709

MH Diagnosis Code	Activity Code (COA)	Description	FY15 Budget
42	70399	Total Institutional	\$ 47,207
43	00399	Total Education & Information	\$ 316
43	21375	Case Management - 100% County	\$ 2,875
43	22489	Services Management – Other	\$ 2,694
43	20399	Total Service Coordination (Co Social Work, etc.)	\$ 5,569
43	21374	Case Management Medicaid Match	\$ 726
43	31351	Bus	\$ 211
43	31354	Transportation – General	\$ 7,918
43	32320	Support Services - Homemaker/Home Health Aid	\$ 10,629
43	32325	Support Services – Respite	\$ 12,563
43	32326	Support Services - Guardian/Conservator	\$ 3,048
43	32327	Support Services - Representative Payee	\$ 1,524
43	32329	Support Services - Supported Community Living	\$ 407,070
43	33399	Basic Needs – Other	\$ 22,968
43	30399	Total Personal & Environmental Supports	\$ 466,657
43	41306	Physiological Treatment - Prescription Medicine/Vaccines	\$ 1,583
43	41307	Physiological Treatment - In-Home Nursing	\$ 5,278
43	42305	Psychotherapeutic Treatment – Outpatient	\$ 28,910
43	42366	Psychotherapeutic Treatment - Social Support Services	\$ 1,752
43	42396	Psychotherapeutic Treatment - Community Support Programs	\$ 24,877
43	40399	Total Treatment Services	\$ 62,400
43	50360	Voc/Day - Sheltered Workshop Services/Work Activity	\$ 74,480
43	50362	Pre-Voc Services	\$ 95,642
43	50367	Voc/Day - Adult Day Care	\$ 12,668
43	50368	Voc/Day - Supported Employment Services	\$ 106,123
43	50369	Group Supported Employment	\$ 8,657
43	50399	Voc/Day - Other Services	\$ 6,465
43	50399	Total Work/Other Day Services	\$ 304,035
43	63329	Comm Based Settings (1-5 Bed) - Supported Community Living	\$ 38,779
	63399	Other 6+ beds (Transitional Living)	\$ 7,119
43	64314	Comm Based Settings (6+ Beds) – RCF	\$ 42,837
43	64315	Comm Based Settings (6+ Beds) - RCF/MR	\$ 22,170
43	60399	Total Residential	\$ 110,905
43	74393	Commitment - Legal Representation	\$ 11,423
43	75395	Mental Health Advocate – General	\$ 54
43	70399	Total Institutional	\$ 11,477
47	00399	Total Education & Information	\$ -
47	22399	Services Management – Other	\$ 11,423
47	20399	Total Service Coordination (Co Social Work, etc.)	\$ 11,423
47	31354	Transportation – General	\$ -
47	32325	Support Services – Respite	\$ 304
47	32327	Support Services - Representative Payee	\$ -
47	32329	Support Services - Supported Community Living	\$ -
47	33399	Basic Needs – Other	\$ -
47	30399	Total Personal & Environmental Supports	\$ 304
47	50368	Voc/Day - Supported Employment Services	\$ -
47	50399	Total Work/Other Day Services	\$ -
44	11100	Direct Admin - Salary Regular Employees	\$ 1,532,993
44	11110	Direct Admin - FICA - County Contribution	\$ 111,021

MH Dx Code	Activity Code	Description	FY15 Budget
44	11111	Direct Admin - IPERS- County Contribution	\$ 127,361
44	11113	Direct Admin - Employee Group Hlth Insurance - County Contribution	\$ 357,971
44	11117	Direct Admin-Other Benefits -County Contribution (Workers Comp, etc)	\$ 13,532
44	11232	Custodial Supplies	\$ 1,060
44	11250	Fuels	\$ 4,200
44	11254	Minor MV Parts & Access	\$ 450
44	11260	Direct Admin - Stationary/Forms/General Office Supplies	\$ 19,863
44	11261	Magazines, Period. & Books	\$ 400
44	11290	Minor Equip & Hand Tools	\$ 400
44	11400	Official Pub. & Legal Not.	\$ 650
44	11402	Typing-Print-Bind. Serv.	\$ 100
44	11412	Direct Admin - Postage & Mailing	\$ 9,415
44	11413	Direct Admin - Mileage & Other Travel Expenses	\$ 21,008
44	11414	Direct Admin - Telecommunications Services	\$ 12,310
44	11420	Acct.Audit.Cler.Serv.	\$ 500
44	11422	Direct Admin - Educational & Training Services	\$ 8,893
44	11430	Natural & LP Gas	\$ 900
44	11431	Electric Light & Power	\$ 5,350
44	11432	Water & Sewer	\$ 250
44	11440	R&M Motor Vehicle Equip	\$ 5,113
44	11441	Repair/Maint Building	\$ 13,300
44	11444	Office & Information Technology Equipment (Repair & Maintenance)	\$ 11,500
44	11450	Direct Admin - Building (Rental)	\$ 1,700
44	11460	Tort Liability Ins.	\$ 14,900
44	11462	Real Property Ins.	\$ 3,700
44	11463	Equip Insurance	\$ 5,710
44	11464	Direct Admin - Workmen's comp ins.	\$ -
44	11480	Direct Admin - Dues & Memberships Services (including CSN/CRIS fees)	\$ 93,766
44	11489	Misc	\$ 6,700
44	11632	Information Technology Hardware	\$ 8,113
44	11636	Office Equip & Furniture	\$ 4,300
		Johnson County Software License	\$ 9,000
		Linn County Financial Allocation	\$ 148,115
		Linn County Software License	\$ 8,000
		Total Direct Admin	\$ 2,562,545
		Number of ALL (Admin & Service) FTEs	28.90
44	11462	Purchased Admin - Fiscal Agent (TBD)	\$ 60,000
		Grand Total	\$ 27,061,084
		Expenditure Summary: Description	FY15 Budget
		Education & Information	\$ 55,582
		Service Coordination	\$ 408,249
		Personal & Environmental Supports	\$ 2,252,845
		Treatment Services	\$ 7,106,718
		Work/Other Day Services	\$ 1,440,192
		Residential	\$ 9,455,059
		Institutional	\$ 3,719,894
		Direct Administrative	\$ 2,562,545
		Purchased Administrative	\$ 60,000
		TOTAL EXPENDITURES	\$ 27,061,084

APPENDIX C

2014 FEDERAL POVERTY LEVELS

Family Size - MONTHLY GROSS INCOME

	100%	133%	150%	175%	185%	200%	225%	250%	300%
1	\$973	\$1,293	\$1,460	\$1,702	\$1,800	\$1,945	\$2,189	\$2,431	\$2,918
2	\$1,311	\$1,743	\$1,967	\$2,294	\$2,425	\$2,622	\$2,950	\$3,277	\$3,933
3	\$1,649	\$2,193	\$2,474	\$2,886	\$3,051	\$3,298	\$3,710	\$4,123	\$4,948
4	\$1,988	\$2,643	\$2,982	\$3,478	\$3,678	\$3,975	\$4,473	\$4,969	\$5,963
5	\$2,326	\$3,093	\$3,489	\$4,070	\$4,303	\$4,652	\$5,234	\$5,815	\$6,978
6	\$2,664	\$3,543	\$3,996	\$4,662	\$4,928	\$5,328	\$5,994	\$6,660	\$7,993
7	\$3,003	\$3,993	\$4,505	\$5,254	\$5,556	\$6,005	\$6,757	\$7,506	\$9,008
8	\$3,341	\$4,443	\$5,012	\$5,846	\$6,181	\$6,682	\$7,517	\$8,352	\$10,023

Family Size - YEARLY GROSS INCOME

	100%	133%	150%	175%	185%	200%	225%	250%	300%
1	\$11,670	\$15,521	\$17,505	\$20,423	\$21,590	\$23,340	\$26,258	\$29,175	\$35,010
2	\$15,730	\$20,921	\$23,595	\$27,528	\$29,101	\$31,460	\$35,393	\$39,325	\$47,190
3	\$19,790	\$26,321	\$29,685	\$34,633	\$36,612	\$39,580	\$44,528	\$49,475	\$59,370
4	\$23,850	\$31,721	\$35,755	\$41,738	\$44,123	\$47,700	\$53,622	\$59,625	\$71,550
5	\$27,910	\$37,120	\$41,865	\$48,843	\$51,634	\$55,820	\$62,798	\$69,775	\$83,730
6	\$31,970	\$42,520	\$47,955	\$55,948	\$59,145	\$63,940	\$71,933	\$79,925	\$95,910
7	\$36,030	\$47,920	\$54,045	\$63,053	\$66,656	\$72,060	\$81,068	\$90,075	\$108,090
8	\$40,090	\$53,320	\$60,135	\$70,158	\$74,167	\$80,180	\$90,202	\$100,225	\$120,270