

# Mental Health/Disability Services of the East Central Region Annual Service and Budget Plan FY 2016

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.

This 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.

<b>County Office</b>	<b>Address</b>	<b>Phone</b>
Benton County	303 1 <sup>st</sup> Ave Vinton IA 52349	319-472-4743
Bremer County	203 1 <sup>st</sup> Ave NE Waverly IA 50677	319-352-2993
Buchanan County	210 5 <sup>th</sup> 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 <sup>th</sup> 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 <sup>th</sup> 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

<b>Area</b>	<b>Provider</b>	<b>Location</b>	<b>Phone</b>
Benton	DHS Targeted Case Management	303 1st Ave Vinton IA 52349	319-472-4743
Bremer	Bremer County Case Management	203 1 <sup>st</sup> Ave NE Waverly IA 50677	319-352-1919
Buchanan	Buchanan County Case Management	210 5 <sup>th</sup> 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 <sup>th</sup> 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 throughout the 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), Targeted 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 have been and will continue to 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. The Iowa Help Line crisis hot line number is **855-800-1239**.

<b>Area</b>	<b>Provider</b>	<b>Location</b>	<b>Phone</b>
Benton	Abbe Center for CMH	1701 2 <sup>nd</sup> Ave Vinton IA 52349	319-472-5226
Bremer	Foundation 2	1540 2 <sup>nd</sup> Ave SE Cedar Rapids IA 52403	855-800-1239
Buchanan	Abbe Center for CMH	211 2 <sup>nd</sup> Ave NE Suite 8 PO Box 489 Independence IA 50644	319-334-4010
Delaware	Abbe Center for CMH	721 S 5 <sup>th</sup> 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 <sup>th</sup> 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 11 <sup>th</sup> St NW Cedar Rapids IA 52405 1540 2 <sup>nd</sup> 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	10
4x42-305	Treatment: MH Outpatient Therapy	X	250
4x42-306	Treatment: Psychotropic Medication Prescribing & Management	X	250
4x71-319, 4x73-319	Treatment: MH Inpatient Treatment	X	250
4x41-306	Treatment: Medications *	X	175
4x42-309	Treatment: Partial Hospitalization *	X	5
4x42-397	Treatment: Day Treatment, including Intensive Psychiatric Rehabilitation*	X	5
4x42-396	Treatment: Community Support Programs *	X	350
4x44-305	Basic Crisis Response: 24-hour Access to Crisis Response	X	6000
4x44-301	Basic Crisis Response: Evaluation	X	500
4x32-322	Basic Crisis Response: Personal Emergency Response System	X	9
4x74-300, 4x74-353, 4x74-393, 4x74-399, 4x75-xxx	Commitment Related (Evaluations, Sheriff Transport, Legal Representation, Mental Health Advocates)	X	900
4x32-320	Support for Community Living: Home Health Aide	X	5
4x32-399	Support for Community Living: Home & Vehicle Mod	X	5
4x32-325	Support for Community Living: Respite	X	5
4x32-329	Support for Community Living: Supportive Community Living (Daily)	X	30
4x32-329	Support for Community Living: Supportive Community Living (Hourly)	X	250
4x31-354	Support for Community Living: Transportation *	X	75
4x33-340	Support for Community Living: Rent Assistance *	X	50
4x50-367	Support for Employment: Day Habilitation	X	50
4x50-364	Support for Employment: Job Development	X	20
4x50-368	Support for Employment: Supported Employment	X	20
4x50-362	Support for Employment: Prevocational Services	X	40
4x45-323	Recovery Services: Family Support	X	100
4x45-366	Recovery Services: Peer Support	X	100
4x21-375	Service Coordination: Case Management	X	5
4x22-xxx	Service Coordination: Service Coordination	X	855
4x24-376	Service Coordination: Health Homes	X	45

COA Code	Additional Core Services	MI, ID, DD	Projected # Served
4x44-302	Comprehensive Crisis Services: 23-Hour, Stabilization Facility	X	25
4x44-313	Comprehensive Crisis Services: Crisis Residential Services	X	300
4x22-376	Justice-Involved Services: Jail Diversion	X	300
4x74-301	Justice-Involved Services: Civil Commitment Prescreening	X	400
4x23-xxx	Advances in EBPs: Positive Behavioral Supports	X	150
4x42-397	Advances in EBPs: Assertive Community Treatment	X	50
4x42-366	Advances in EBPs: Peer Self-Help Drop-In Centers; Clubhouse	X	300
COA Code	Other Services	MI, ID, DD	Projected # Served
4x37-373	Public Education *	X	5000
4411-xxx	Administration	X	570000
4x64-314, 4x64-315, 4x64-316	Residential Care Facility*	X	225

\* Specific service not included in legislation

See Appendix A Service Matrix for further information

See Appendix C for 2015 Federal Poverty Guidelines

## **Budget and Finance for FY 16**

See Appendix B for FY 2016 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 FY16 for the Mental Health/Disability Services of the East Central Region (ECR):

After a Fiscal Year 2016 Budget Preparation Calendar was established, an Excel budget worksheet was developed to include both administrative and county social worker expenses currently staffed and budgeted by each of the nine counties in the region.

Each county was asked to provide budget expenditures and estimates for the administrative and county social worker costs in detail by COA, diagnostic code and general administrative coding that included all staff costs (including county social workers as Regional Social Workers). After individual counties completed the Region's budget spreadsheet, the Regional Budget Coordinator merged all nine County sheets to create one regional budget for the ECR for administrative and county social worker costs. The newly revised Uniform Chart of Accounts was then reviewed as well as the core and core plus services identified in Senate File 2315.

The ECR fiscal agent provided a budget worksheet in excel format for the mental health services expenditure budget re-estimates for the current fiscal year and estimates for the next fiscal year. A July through November

expenditure status report was also provided that totaled all accounts from the financial system for all claims paid to date.

The service budget was then developed analyzing the actual year to date history and by utilizing the financial forecasting and risk management plan listed below. In addition, the projection of the ECR Operations Plan for new or expanded service expenditures was budgeted by fiscal year.

Revenues considered at this time are the combined totals of the nine county property taxes (\$20,567,119) and estimated FY15 projected ending fund balance (\$23,995,596) of the member counties that will pay for services authorized under the Regional Management Plan as determined by the Governing Board.

## **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.  
Monthly reports include: Claims listing, Regional County Ledger, Cash and Outstanding Report, Expenditure Detail Report, Expenditure Status Report and Revenue Detail Report.  
Biannual Reports include: Expenditure Detail Report, Expenditure Status Report.
- Evaluation of the feasibility of funding for the additional core services domain
- Regional financial projected county payment plan for each fiscal year with fund balance updates as needed.

## **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 ECR Management 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 ECR 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, perhaps with a different focus.

## 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
<b>Core Services</b>		
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.	90 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	Limit of 12 hours per month
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.

<p>Support for Community Living: Home &amp; Vehicle Mod</p>	<p>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.</p>	<p>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.</p>
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<b>Core Service Domain: Specific Service</b>	<b>Description</b>	<b>Limits/Specifications/Access Standards</b> 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: Ongoing Rent Subsidy*	(On-going rent subsidy) On-going rent support provided through an organized program to allow the individual to maintain an affordable home in the community or any payment of rental assistance including General Assistance.	For individuals with no income, must be leaving an RCF or MHI or must be entering a 24 hour or transitional living setting from a psychiatric hospital setting. Rent may also be approved when leaving 24 hour or transitional living when maximum benefits are achieved. On-going rent subsidy is based on fair market rent for the area in which residing. All other sources of funding must be utilized. Individual must have applied for, but not have been awarded, Social Security or SSI, must have a signed IAR and must be receiving SCL services or Home Based Habilitation services and following their case plan. Continued eligibility will be reviewed quarterly. Funding limited to twenty-four months.
Support for Community Living:	(On-going rent subsidy) On-going rent support provided through an organized program to allow the individual to maintain an affordable home in the community or	For individuals with earned or unearned income up to the maximum SSI allowable, must be leaving an RCF or MHI or must be entering a 24

Ongoing Rent Subsidy*	any payment of rental assistance including General Assistance.	hour or transitional living setting from a psychiatric hospital setting. Rent may also be approved when leaving 24 hour or transitional living when maximum benefits are achieved. On-going rent subsidy is based on income and fair market rent for the area in which residing. Amount paid based on current formula. To be eligible for consideration for rent subsidy, the individual's income may not exceed the current maximum SSI amount for an individual and individual must be receiving SCL or Home Based Habilitation services and following their case plan. All other sources of funding must be utilized. Continued eligibility will be reviewed monthly. Funding limited to twenty-four months.
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<b>Core Service Domain: Specific Service</b>	<b>Description</b>	<b>Limits/Specifications/Access Standards</b>
		Need for services will be based on a standardized assessment which identifies level of need
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 Rehabilitation 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.
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
<b>Additional Core Services</b>		
Comprehensive Crisis Services: 23- Hour, Stabilization Facility	Crisis evaluation and stabilization provided by nurses and supervised by a psychiatrist for less than 24 hours.	
Comprehensive Crisis Services: Crisis Residential Services	Crisis evaluation and stabilization provided in a temporary residential setting.	Full Circle (Buchanan), Crisis Center of Johnson County (Johnson), Caring Hands and More (Johnson), Penn Center (Linn), Hillcrest (Dubuque)
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.	In development
Justice-Involved Services: Jail Diversion	Program that is designed to divert individuals from jail by providing assessment, coordination and supportive services.	In expansion
Advances in EBP: Assertive Community Treatment		In expansion
Advances in Evidence Based Practices (EBP): Positive Behavioral Supports		In Control Group for County Social Services
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.	In expansion

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
<b>Other Services</b>		
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	On-going
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  
FY16 Regional Budget**

MH Diagnosis Code	Activity Code (COA)	Description	FY16 Budget
40	04371	INFORMATION & REFERRAL	10,000
40	04429	CONSULTATION - NONCLIENT	2,000,000
40	05373	PUBLIC EDUCATION SERVICE	560,000
		<b>Total Education, Consultation &amp; Information</b>	<b>2,570,000</b>
40	21375	CASE MANAGEMENT	30,000
40	22376	SERVICES MANAGEMENT (JAIL DIVERSION)	445,000
40	22XXX	SERVICES MANAGEMENT (COUNTY SOCIAL WORKER)	628,575
40	22399	OTHER	1,000
		<b>Total Coordination Services</b>	<b>1,104,575</b>
40	31351	TRANSPORTATION BUS	450
40	31354	TRANSPORTATION GENERAL	149,550
40	32320	HOMEMAKER-HOME HEALTH AIDES	3,000
40	32322	PERSONAL EMERGENCY RESPONSE	10,000
40	32325	RESPIRE	5,000
40	32326	GUARDIAN/CONSERVATOR	5,330
40	32328	HOME/VEHICLE MODIFICATION	10,000
40	32329	SUPPORTED COMMUNITY LIVING	2,256,958
40	33340	TIME LIMITED RENT SUBSIDY	240,000
40	33345	ONGOING RENT RENT SUBSIDY	120,000
40	33399	BASIC NEEDS -OTHER	10,000
		<b>Total Personal &amp; Environmental Support</b>	<b>2,810,288</b>
40	41305	OUTPATIENT	10,000
40	41306	PRESCRIPTIONS AND MEDICINES	20,000
40	41307	IN HOME NURSING	2,000
40	42305	OUTPATIENT	1,400,000
40	42366	SOCIAL SUPPORT SERVICES	110,000
40	42396	COMMUNITY SUPPORT PROGRAMS	100,000
40	42397	PSYCHIATRIC REHABILITATION	20,000
40	42399	OTHER (APPLICATION FEE)	168,946
40	43301	DIAGNOSTIC EVAL NOT RELATED COMM	10,000
40	44301	CRISIS EVALUATION	100,000
40	44304	ACUTE & EMERGENCY TREATMENT	50,000
40	44305	24 HR. CRISIS RESPONSE	300,000
40	44307	MOBILE RESPONSE	1,024,644
40	44312	CRISIS STABILIZATION COMMUNITY BASED (CSCBS)	149,600
40	44313	CRISIS STABILIZATION RESIDENTIAL SERVICE (CSRB)	857,750
40	44346	CRISIS SERVICES -TELEPHONE CRISIS SERVICES	195,768
40	44366	WARM LINE	207,360
40	45323	FAMILY SUPPORT	55,000
40	45366	PEER SUPPORT	5,000
40	46422	CRISIS PREVENTION TRAINING	445,000
		<b>Total Treatment Services</b>	<b>5,231,068</b>
40	50360	SHELTERED WORKSHOP	69,000

40	50362	PRE-VOCATIONAL SERVICES	2,000
40	50365	SUPPORTED EDUCATION	540,000
40	50367	DAY HAB	40,668
40	50368	SUPPORTED EMPLOYMENT SERVICES	31,176
40	50369	ENCLAVE	1,000
		<b>Total Vocational &amp; Day Service</b>	<b>683,844</b>
40	63329	SUPPORTED COMMUNITY LIVING	98,801
40	64314	RESIDENTIAL CARE FACILITY	4,841,804
40	64315	RESIDENTIAL CARE FACILITY-MR	21,000
40	64316	RESIDENTIAL CARE FACILITY-PMI	373,955
		<b>Total Licensed/Certified Living</b>	<b>5,335,560</b>
40	71319	HOSPITAL	863,432
40	73319	HOSPITAL	600,000
40	74300	DIAGNOSTIC EVAL RELATED TO COMM	40,000
40	74301	CIVIL COMMITMENT PRESCREENING	200,000
40	74353	SHERIFF TRANSPORTATION	115,678
40	74393	LEGAL AID	168,940
40	75395	MENTAL HEALTH ADVOCATE	353,275
		<b>Total Institutional/Hospital/Commitments</b>	<b>2,341,325</b>
42	21375	CASE MANAGEMENT	2,000
42	22XXX	SERVICES MANAGEMENT (COUNTY SOCIAL WORKER)	67,432
		<b>Total Coordination Services</b>	<b>69,432</b>
42	31351	TRANSPORTATION BUS	250
42	31354	TRANSPORTATION GENERAL	199,750
42	32322	PERSONAL EMERGENCY RESPONSE	1,000
42	32325	RESPIRE	2,600
42	32326	GUARDIAN/CONSERVATOR	5,122
42	32328	HOME/VEHICLE MODIFICATION	10,000
42	32329	SUPPORTED COMMUNITY LIVING	350,000
42	33330	MOBILE MEALS	4,000
42	33340	TIME LIMITED RENT SUBSIDY	6,577
42	33345	ONGOING RENT RENT SUBSIDY	4,000
		<b>Total Personal &amp; Environmental Support</b>	<b>583,299</b>
42	41306	PRESCRIPTIONS AND MEDICINES	100
42	44305	OUTPATIENT	3,000
42	44312	CRISIS STABILIZATION COMMUNITY BASED (CSCBS)	50,000
		<b>Total Treatment Services</b>	<b>53,100</b>
42	50360	SHELTERED WORKSHOP	376,463
42	50362	PRE-VOCATIONAL SERVICES	200,000
42	50367	DAY HAB	5,000
42	50368	SUPPORTED EMPLOYMENT SERVICES	37,290
42	50369	ENCLAVE	8,240
		<b>Total Vocational &amp; Day Service</b>	<b>626,993</b>
42	63329	SUPPORTED COMMUNITY LIVING	5,000
42	64314	RESIDENTIAL CARE FACILITY	235,037
		<b>Total Licensed/Certified Living</b>	<b>240,037</b>
42	74353	SHERIFF TRANSPORTATION	4,000
42	74393	LEGAL AID	1,000
		<b>Total Institutional/Hospital/Commitments</b>	<b>5,000</b>

43	21375	CASE MANAGEMENT	3,600
43	22XXX	SERVICES MANAGEMENT (COUNTY SOCIAL WORKER)	85,699
		<b>Total Coordination Services</b>	<b>89,299</b>
43	31354	TRANSPORTATION GENERAL	12,121
43	32300	HOMEMAKER-HOME HEALTH AIDES	2,000
43	32322	PERSONAL EMERGENCY RESPONSE	7,004
43	32325	RESPIRE	4,421
43	32326	GUARDIAN/CONSERVATOR	4,273
43	32329	SUPPORTED COMMUNITY LIVING	464,929
43	33330	MOBILE MEALS	1,000
		<b>Total Personal &amp; Environmental Support</b>	<b>495,748</b>
43	41307	IN-HOME NURSING	2,000
43	42399	OTHER (APPLICATION FEE)	5,000
		<b>Total Treatment Services</b>	<b>7,000</b>
43	50360	SHELTERED WORKSHOP	53,432
43	50362	PRE-VOCATIONAL SERVICES	25,280
43	50367	DAY HAB	86,042
43	50368	SUPPORTED EMPLOYMENT SERVICES	71,371
43	50369	ENCLAVE	2,089
		<b>Total Vocational &amp; Day Services</b>	<b>238,214</b>
43	63399	OTHER	4,800
43	64314	RESIDENTIAL CARE FACILITY	44,273
		<b>Total Licensed/Certified Living</b>	<b>49,073</b>
44	11xxx	SALARIES, BENEFITS, ETC.	2,091,725
44	11260	STATIONERY AND FORMS-OFFICE SUPP	900
44	11400	OFFICIAL PUBL & LEGAL NOTICES	10,000
44	11413	EMPLOYEE MILEAGE & SUBSISTENCE	1,400
44	11421	INFO TECH SERVICES & SOFTWARE	500
44	11460	TORT LIABILITY INSURANCE	8,844
44	12420	ACCTG/AUDITING/CLERICAL SERVICES	60,000
44	12425	LEGAL AND COURT- RELATED SERVICES	5,000
44	12429	PLANNING & MANAGEMENT CONSULTANT	20,000
44	12489	MISCELLANEOUS SERVICES	20,000
		<b>Total General Administration</b>	<b>2,218,369</b>
47	32325	RESPIRE	25,000
47	32329	SUPPORTED COMMUNITY LIVING	278,050
47	47312	CRISIS STABILIZATION-RESIDENTIAL SERVICE (CSCBS)	278,050
47	50360	SHELTERED WORKSHOP	278,050
47	50362	PRE-VOCATIONAL SERVICES	260,000
		<b>Total Brain Injury Services</b>	<b>1,119,150</b>
		<b>EXPENDITURE SUMMARY</b>	<b>FY2016</b>
40		MENTAL HEALTH SERVICES TOTAL	20,076,660
42		INTELLECTUAL DISABILITY SRV TOTAL	1,577,861
43		OTHER DEVELOPMENTAL DIS. SRV TOTAL	879,334
44		GENERAL ADMIN TOTAL	2,218,369
47		BRAIN INJURY SERVICES TOTAL	1,119,150
		<b>GRAND TOTAL</b>	<b>25,871,374</b>

## **APPENDIX C**

### **2015 FEDERAL POVERTY LEVELS**

#### **Family Size - MONTHLY GROSS INCOME**

	<b>100%</b>	<b>133%</b>	<b>150%</b>	<b>175%</b>	<b>185%</b>	<b>200%</b>	<b>225%</b>	<b>250%</b>	<b>300%</b>
<b>1</b>	\$981	\$1,305	\$1,471	\$1,716	\$1,815	\$1,962	\$2,207	\$2,452	\$2,943
<b>2</b>	\$1,328	\$1,766	\$1,991	\$2,323	\$2,456	\$2,655	\$2,987	\$3,319	\$3,983
<b>3</b>	\$1,674	\$2,227	\$2,511	\$2,930	\$3,097	\$3,348	\$3,767	\$4,185	\$5,023
<b>4</b>	\$2,021	\$2,688	\$3,031	\$3,536	\$3,739	\$4,042	\$4,547	\$5,052	\$6,063
<b>5</b>	\$2,368	\$3,149	\$3,551	\$4,143	\$4,380	\$4,735	\$5,327	\$5,919	\$7,103
<b>6</b>	\$2,714	\$3,610	\$4,071	\$4,750	\$5,021	\$5,428	\$6,107	\$6,785	\$8,143
<b>7</b>	\$3,061	\$4,071	\$4,591	\$5,356	\$5,663	\$6,122	\$6,887	\$7,652	\$9,183
<b>8</b>	\$3,408	\$4,532	\$5,111	\$5,963	\$6,304	\$6,815	\$7,667	\$8,519	\$10,223

#### **Family Size - YEARLY GROSS INCOME**

	<b>100%</b>	<b>133%</b>	<b>150%</b>	<b>175%</b>	<b>185%</b>	<b>200%</b>	<b>225%</b>	<b>250%</b>	<b>300%</b>
<b>1</b>	\$11,770	\$15,654	\$17,655	\$20,598	\$21,775	\$23,540	\$26,483	\$29,425	\$35,310
<b>2</b>	\$15,930	\$21,187	\$23,895	\$27,878	\$29,471	\$31,860	\$35,843	\$39,825	\$47,790
<b>3</b>	\$20,090	\$26,720	\$30,135	\$35,158	\$37,167	\$40,180	\$45,203	\$50,225	\$60,270
<b>4</b>	\$24,250	\$32,253	\$36,375	\$42,438	\$44,863	\$48,500	\$54,563	\$60,625	\$72,750
<b>5</b>	\$28,410	\$37,785	\$42,615	\$49,718	\$52,559	\$56,820	\$63,923	\$71,025	\$85,230
<b>6</b>	\$32,570	\$43,318	\$48,855	\$56,998	\$60,255	\$65,140	\$73,283	\$81,425	\$97,710
<b>7</b>	\$36,730	\$48,851	\$55,095	\$64,278	\$67,951	\$73,460	\$82,643	\$91,825	\$110,190
<b>8</b>	\$40,890	\$54,384	\$61,335	\$71,558	\$75,647	\$81,780	\$92,003	\$102,225	\$122,670