

Catherine Cooper
Authorized Signature

Number: SPD-AR-05-053
Issue Date: 08/10/05

Topic: Developmental Disabilities

Due Date: 09/30/2005

Subject: 2005-07 DD147 Quality Assurance Services

Applies to (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify): |

Action Required: 2005-07 recipients of DD 147 Quality Assurance Services funds in must submit a Quality Assurance Resource Utilization Description to the Department by September 30, 2005. Submit hard copy, fax, or e-mail of the completed form and any attachments to:

Victoria Storie, QA Coordinator
Seniors and People with Disabilities
500 Summer St. NE, E-12
Salem OR 97301-0175
Fax: 503 373-7951
E-Mail: Victoria.Storie@state.or.us

The Department's approved form for this purpose is attached. A chart of DD 147 allocations is also included for convenience in identifying financial resources available.

Reason for Action: Completion of this document on this timeline is required under 2005-07 County Intergovernmental Agreements. Department's obligation to provide financial assistance for DD 147 services delivered in calendar months after December 2005 is conditioned on Department's receipt of this Quality Assurance Resource Utilization Description in form and substance satisfactory to Department.

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):	Vicki Storie		
Phone:	503 945-6976	Fax:	503 373-7951
E-mail:	Victoria.Storie@state.or.us		

CDDP: _____ Counties Served (if Region): _____ Proposal Date: _____

Section I. All financial resources available for quality assurance activities 2005-07:

Resource	Amount
DD147 Quality Assurance Services—DHS funds	
Other Funds---specify:	
TOTAL Financial Resources	

Section II. Actual and proposed use of DD 147 Quality Assurance financial resources 2005-07:

Expenditure Type	Actual 7/1/05 - Current	Projected Current - 12/31/05	Proposed 1/1/06- 6/30/07	Total 2005-07
1. Personnel				
Salaries:				
QA system development and implementation				
SERT coordination				
Protective Services (requires approval)				
Other Personnel (list):				
OPE at _____ %				
Subtotal Personnel				
2. Administration and Support				
E.g.: fiscal, data functions; budget, contract management; general administration				
3. Services and Supplies				
E.g.: telephone, casualty insurance, materials/supplies, postage, legal fees, Information System services, advertising, printing, copying, publications and subscriptions				
4. Travel and Training				
E.g.: training, per diem, employee mileage reimbursement, motor pool charges				
5. Contracts				
Professional and technical service contracts				
6. Facility				
E.g.: repair and maintenance, office rental				
7. CDDP-Allocated Central Services at _____ %				
E.g.: Employee Services, Administration, Finance, Facilities, Records Management				
Total Items 1-7				

III. Proposed 2005-07 distribution of FTE purchased through DD147 Quality Assurance Service funds:

Quality Assurance Services	QA Coordinator	Person 2	Person 3
	Name:	Name:	Name:
	Title:	Title:	Title:
	Est. FTE in:	Est. FTE in:	Est. FTE in:
Quality Assurance Coordination tasks from OAR 411-320-0040(9)(f)(B)(iii)(I-VII).			
Support, e.g. data entry, word processing			
QA System Implementation, e.g.: management action to improve DD services, correct deficiencies; conducting sample reviews or surveys.			
Subtotal FTE			
Abuse investigations ___ SPD has approved this FTE ___ This plan serves as our request for approval			
*TOTAL QA Services FTE			

* When combined FTE dedicated to quality assurance coordination, QA system implementation, and---if approved by SPD--
 --abuse investigations is less than the FTE listed below, attach a brief justification:

- All contractors except Deschutes County and Eastern Oregon Human Services Consortium: **1.0 FTE**
- Deschutes County: **2.0 FTE**
- Eastern Oregon Human Services Consortium: **2.0 FTE**

Section IV. Status of compliance with requirements of OAR 411-320-0040(9)

A. Quality Assurance Plan

1. Local Quality Assurance Plan(s) is(are) written and implemented.

Yes. Evidence of implementation is available on request.

No. Explanation and timeline for resolution:

2. Local Quality Assurance Plan(s) is(are) updated regularly as follows:

- Entire plan, once a year based on review findings
- Section-by-section according to set schedule throughout the year
- Ongoing modification by CDDP and advisory group as indicated by data and reports
- Other (specify):

B. Policies and Procedures

Policies and procedures required to implement the local quality assurance plan and system are written and operational.

- Yes. Evidence is available on request.
- No. Explanation and timeline for resolution:

C. Local QA Advisory Committee

1. QA Advisory Committee includes representation from (check all that apply):

- Self-advocates Advocates Family members of individuals with DD
- Service providers Service Coordinators Other (specify):

2. QA Advisory Committee tasks include (check all that apply):

- Review and comment on CDDP QA plans and activities
- Review and comment on data gathering instruments and methods
- Review and comment on results of information gathered by CDDP, effectiveness of corrective actions
- Other (specify):

D. QA Coordinator (Check all that apply)

- Designated QA Coordinator is a full-time employee.
- Designated QA Coordinator meets qualifications set forth in OAR 411-320-0040(9)(f)(B)(ii).
- Others providing QA Coordination (see Table III) meet qualifications of QA Coordinator.

Department of Human Services (DHS)
 Seniors and People with Disabilities (SPD)

as of 7/27/2005

2005-07 Quality Assurance (DD 147) Contract Amounts

Contract #	Contractor	2005-06	2006-07	2005-07 Total
112991	Benton County	80,214.00	80,214.00	160,428.00
112992	Clackamas County	80,214.00	80,214.00	160,428.00
112993	Clatsop County	80,214.00	80,214.00	160,428.00
112996	Curry County	80,214.00	80,214.00	160,428.00
112997	Deschutes County	149,616.96	149,616.96	299,233.92
112998	Douglas County	80,214.00	80,214.00	160,428.00
113001	Jackson County	80,214.00	80,214.00	160,428.00
113003	Josephine County	80,214.00	80,214.00	160,428.00
113004	Klamath County	80,214.00	80,214.00	160,428.00
113006	Lane County	80,214.00	80,214.00	160,428.00
113007	Lincoln County	80,214.00	80,214.00	160,428.00
113008	Linn County	80,214.00	80,214.00	160,428.00
113009	Malheur County	80,214.00	80,214.00	160,428.00
113010	Marion County	80,214.00	80,214.00	160,428.00
113012	Multnomah County	80,214.00	80,214.00	160,428.00
113013	Polk County	80,214.00	80,214.00	160,428.00
113014	Tillamook County	80,214.00	80,214.00	160,428.00
113015	Umatilla County	80,214.00	80,214.00	160,428.00
113016	Union County	80,214.00	80,214.00	160,428.00
113018	Mid-Columbia Counties	80,214.00	80,214.00	160,428.00
113019	Washington County	80,214.00	80,214.00	160,428.00
113020	Yamhill County	80,214.00	80,214.00	160,428.00
113021	Eastern Oregon Humar	138,807.00	138,807.00	277,614.00
113022	Columbia County	80,214.00	80,214.00	160,428.00
	TOTALS	2,053,131.96	2,053,131.96	4,106,263.92