

State of Nevada Work Program

WP Number: 22FRF31421

FY 2022

	Add Original Work Program	XXX	Modify Work Program	BUDGET DIVISION USE ONLY DATE _____ APPROVED ON BEHALF OF THE GOVERNOR BY _____
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DATE	FUND	AGENCY	BUDGET	DEPT/DIV/BUDGET NAME
12/01/21	101	409	3142	HHS-DCFS - CLARK COUNTY CHILD WELFARE

Funds Available							
Budgetary GLs (2501 - 2599)	Description	WP Amount	Revenue GLs (3000 - 4999)	Description	WP Amount	Current Authority	Revised Authority
			4611	TRANSFER IN FED ARPA	1,971,000	0	1,971,000
Subtotal Budgetary General Ledgers		0	Subtotal Revenue General Ledgers(RB)		1,971,000		1,971,000
Total Budgetary & Revenue GLs					1,971,000		

Expenditures			
CAT	Amount	CAT	Amount
48	1,971,000		
Sub Total Category Expenditures			1,971,000

Remarks

This work program requests the transfer of American Rescue Plan Act (ARPA) federal grant funds from the Governor's Finance Office to support transferring youth that require a higher level of care in Clark County.

Total Budgetary General Ledgers and Category Expenditures (AP)

1,971,000

Authorized Signature

Date

Controller's Office Approval

Requires Interim Finance approval since WP is equal to or exceeds \$75,000 cumulative for category

State of Nevada Work Program Packet Checklist

- ✓ Work program form
- ✓ Work program packet checklist
- ✓ Cumulative modification worksheet
- ✓ Cover Page detailing the reasons for the revision, benefits to the division, department and state and consequences if not approved
- ✓ Financial/Budget Status Reports (current)
- ☐ Budget projections with corresponding detail
- ✓ Fund map reflecting amounts before and after the revision
- ☐ NPD 19 (If requesting new position) **include copy of current organizational chart w/proposed change**
- ☐ Quotes for the purchase of unbudgeted items (i.e., equipment, computers, etc.)
- ✓ Spreadsheets/detailed calculations supporting request

WORK PROGRAM REVISIONS INVOLVING GRANTS MUST ALSO INCLUDE

- ☐ Grant history/reconciliation form for grants
- ☐ Copies of all grant awards for the current year listed on the grant reconciliation form
- ✓ Copy of grant budget - if applicable
- ☐ Summary of the grant program and purpose if not included in the grant award document

IFC determination evaluation (reason work program does or does not require IFC approval indicated with an X)

Requires IFC approval because

- | | |
|---|--|
| ✓ \$75,000 or more cumulative for an expenditure category | <input type="checkbox"/> Exceeds \$30,000 cumulative and is 10% or more cumulative for an expenditure category |
| <input type="checkbox"/> Involves the allocation of block grant funds and the agency is choosing to use the IFC meeting for the required public hearing per NRS 353.337 | <input type="checkbox"/> Non-governmental grant or gift in excess of \$20,000 |
| <input type="checkbox"/> Includes new positions | <input type="checkbox"/> Other: |

Does not require IFC approval because

- | | |
|---|--|
| <input type="checkbox"/> \$30,000 or less cumulative for each expenditure category | <input type="checkbox"/> Places funds in Reserves, Reserve for Reversion, or Retained Earnings categories only |
| <input type="checkbox"/> Less than \$75,000 cumulative and 10% cumulative for each expenditure category | <input type="checkbox"/> Non-executive budget |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Implements general/highway fund salary adjustments approved by the BOE |

**STATE OF NEVADA
DHHS - DIVISION OF CHILD AND FAMILY SERVICES**

**Budget Account 3142 - HHS-DCFS - CLARK COUNTY CHILD WELFARE
Work Program 22FRF31421
Fiscal Year 2022**

Budget Account's Primary Purpose, Function and Statutory Authority

This budget account provides funding for the Clark County Department of Family Services (CCDFS) to operate child welfare programs. These programs include Adoption Assistance, Foster Care Assistance and Kinship Guardianship Assistance. Federal Title IV-E, Federal Title IV-B subpart 1, Child Support receipts and General Fund appropriations pass through this budget account to CCDFS.

The current block grant funding formula has been in place since it was passed by the 2011 Legislative session. The block grant has three major components; 1) a categorical grant for Adoption Assistance which is adjusted biennially for caseload growth; 2) a block grant for Foster Care maintenance payments and administrative expenditures; 3) an incentive payment tied to CCDFS' completion of specific performance targets set forth in the annual agency improvement plan. The amount of the Foster Care block grant also includes allotments for Specialized Foster Care and Respite care. The block grant is not restricted by traditional definitions and funding limitations but is driven by the needs of children and families in their community. CCDFS can retain locally all the savings generated if the services provided by the county are less than the budgeted amount of the block grant. In addition, CCDFS must maintain a minimum Maintenance of Effort which is tied to the amount of local funds spent for child welfare and child protective services at a level equal to or greater than the amount appropriated for fiscal year 2011. Statutory authority: NRS 432B.2185 and 432B.219.

Purpose of Work Program

This work program requests the transfer of American Rescue Plan Act (ARPA) federal grant funds from the Governor's Finance Office to support transferring youth that require a higher level of care in Clark County.

Justification

Pursuant to NRS 353.220(5)(b) the Department is requesting this work program be approved and processed as a 15 day work program due to the urgent need to mitigate the effects of the continued COVID-19 pandemic. Among the many impacts of the COVID-19 pandemic, its effects on mental health and behavioral issues for children and youth have proven to be widespread and substantial. Children, and in particular, children with intellectual and development delays and autism, have been disproportionately impacted in that the pandemic and resultant social distancing orders caused in home services and other community based services to be minimized or eliminated. Many children who were in dire need of these services but who were not able to receive them, are now experiencing significant behavioral health issues, which has created an increased need for residential services tailored specifically to this population. Emergency department visits by children for mental health issues increased by approximately 30 percent for youth ages 12-17 and 24 percent for youth ages 5-11 between March and October of 2020 nationally and we are experiencing a similar trend in Clark County. Unstable learning environments, prolonged isolation, housing insecurity, and various other factors are all making children vulnerable to burnout which is characterized by symptoms of physical or emotional exhaustion caused by long-term stress. The COVID-19 Pandemic has also drastically reduced the ability of many facilities to take placement of youth due to staffing shortages, delays created by quarantines, and social distance requirements.

The resulting stress on families combined with the reduction in community based mental health services has led to an increase in the number of children suffering from mental health conditions and the general acuity of the mental health needs of the children served by our child welfare system. Generally, the higher the need of the child, the more difficult it can be to find an appropriate placement. When a placement is unable to be located for a child in the care of Clark County Department of Family Services, children are temporarily placed in CCDFS's emergency shelter, Child Haven. As this is an emergency shelter, typically ranging in population from 60-75 children, Child Haven cannot provide the appropriate level of services necessary to treat these youth. Clark County Department of Family Services estimates that there are at least 15 youth at any given time in Clark County Child Welfare custody who are diagnosed with autism or intellectual or developmental delays and who have significant behavioral needs that warrant a higher level of care. Throughout the course of a year, it is estimated that 60 to 70 youth are in need of this higher level of care for at least a portion of the year. This program would allow for immediate placement of children and youth into an appropriate treatment level setting so as to avoid placement in the emergency shelter.

One eligible use of ARPA is to promote healthy childhood environments which includes enhanced services for child welfare families and foster youth to provide support and training on child development, positive parenting, coping skills, or recovery for mental health and substance use challenges. This work program funds six (6) beds in an intermediate care facility for children and youth with autism or intellectual and developmental delays who have behavioral needs such that they cannot be safely cared for in the community. Funding is requested for 18 months, beginning January 1, 2022 and ending on June 30, 2023. Over the course of the remainder of this biennium, DHHS will work with its partners to identify a sustainable funding stream through Medicaid or other federal sources.

Expected Benefits to be Realized

This funding will allow Clark County Department of Family Services to assist youth within the county that require a higher level of care that is being directly impacted by the COVID-19 pandemic.

Explanation of Projections and Documentation

Attachment A - Budget Status Reports
Attachment B - Before and After Fund Maps
Attachment C - Expenditure Summary
Attachment D - Request for ARPA Fiscal Recover Funds
Attachment E - Revenue File Maintenance form
Attachment E2 - Category File Maintenance form
Attachment F - Intermediate Care Facility Projections
Attachment G - Intermediate Care Facility Scope of Work

Summary of Alternatives and Why Current Proposal is Preferred

The alternative is to not approve this work program. Work program approval is preferred to allow for federal ARPA funding reimbursement of eligible expenses.

**STATE OF NEVADA WORK PROGRAM
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DHHS - DIVISION OF CHILD AND FAMILY SERVICES
HHS-DCFS - CLARK COUNTY CHILD WELFARE
B/A 3142 SFY22**

	REVENUES	Original or Legislatively Approved Work Program	APPROVED		PENDING	-----CUMULATIVE-----		Total Amount
			FIRST	SECOND	THIRD			
			Work Program Change	Work Program Change	Work Program Change	Dollar Change	Percent Change	
G.L.#	Description		WP # C56945	WP # C57021	WP # 22FRF31421			
2501	APPROPRIATION CONTROL	53,394,748				0	0.0%	53,394,748
3467	FEDERAL TITLE IV-B,1	186,015				0	0.0%	186,015
3468	FED CARES ACT TITLE IV-B1	0		137,904		137,904	100.0%	137,904
3562	FEDERAL TITLE IV-E	56,690,808				0	0.0%	56,690,808
3565	FED TITLE IV-E FUNDING CERTAINTY	0	8,030,793			8,030,793	100.0%	8,030,793
3871	CHILD SUPPORT ENFORCEMENT	14,703				0	0.0%	14,703
4611	TRANSFER IN FED ARPA	0			1,971,000	1,971,000	100.0%	1,971,000
	Total Revenues	110,286,274	8,030,793	137,904	1,971,000	10,139,697	9.2%	120,425,971
	EXPENDITURES							
Cat	Description							
09	SUBSIDIZED ADOPTIONS	47,645,250				0	0.0%	47,645,250
12	CLARK CO ONGOING	57,236,024	8,030,793			8,030,793	14.0%	65,266,817
15	FISCAL INCENTIVE PROGRAM	5,250,000				0	0.0%	5,250,000
41	RESPITE	155,000				0	0.0%	155,000
45	FED CARES ACT TITLE IVB GRANT	0		137,904		137,904	100.0%	137,904
48	TRANSFER FROM ARPA FRF	0			1,971,000	1,971,000	100.0%	1,971,000
	Total Expenditures	110,286,274	8,030,793	137,904	1,971,000	10,139,697	9.2%	120,425,971

[Main Menu](#) > [Budget Status Report Input](#) > Summary Budget Status Report

REPORT DATE AS OF: 11/30/2021

PROC ID: BSR_GEN_BBLS_REPORT

STATE OF NEVADA
Office of the State Controller

Summary Budget Status Report

Fiscal Year: 2022**Fund:** 101 GENERAL FUND**Agency:** 409 CHILD AND FAMILY
DIVISION**Budget**
Account: 3142 CLARK COUNTY CHILD
WELFARE**Organization:** 0000 CHILD AND FAMILY
DIVISION

	YTD Actual	Work Program	Difference
Total Receipts/Funding	70,398,246.94	118,454,971.00	-48,056,724.06
Total Expenditures	48,269,125.37		
Total Encumbrances	.00		
Total Pre-encumbrances	.00		
Total Obligations	48,269,125.37	118,454,971.00	70,185,845.63
Realized Funding Available	22,129,121.57		

[Get Information About Receipts/Funding](#)[Get Information About Obligations](#)

[Main Menu](#) > [Budget Status Report Input](#) > [Budget Account List](#) > [Summary Budget Status Report](#) > Receipts/Funding

REPORT DATE AS OF: 11/30/2021

PROC ID: BSR_REC_FUND_SUM

STATE OF NEVADA Office of the State Controller

Budget Status Report - Receipts/Funding

Fiscal Year: 2022

Fund: 101 GENERAL FUND

Agency: 409 CHILD AND FAMILY
DIVISION

Budget Account: 3142 CLARK COUNTY CHILD
WELFARE

Organization: 0000 CHILD AND FAMILY
DIVISION

	YTD Actual	Work Program	Difference
Total Receipts/Funding	70,398,246.94	118,454,971.00	-48,056,724.06

Code	Description	YTD Actual	Work Program	Difference
42	APPROPRIATIONS	53,394,748.00	53,394,748.00	.00
3467	FED CWS TITLE IVB GRANT	.00	186,015.00	-186,015.00
3468	FED CARES ACT TITLE IVB GRANT	.00	137,904.00	-137,904.00
3562	FEDERAL TITLE IV-E	17,000,000.00	56,690,808.00	-39,690,808.00
3565	CERTAINTY FUNDING	.00	8,030,793.00	-8,030,793.00
3871	CHILD SUPPORT ENFORCEMENT	3,498.94	14,703.00	-11,204.06

[Return to Selection Screen](#) [Download the Report](#)

[Main Menu](#) > [Budget Status Report Input](#) > [Budget Account List](#) > [Summary Budget Status Report](#) > [Obligations](#)

REPORT DATE AS OF: 11/30/2021

PROC ID: BSR_GEN_BCLS_REPORT

STATE OF NEVADA Office of the State Controller

Budget Status Report - Obligations

Fiscal Year: 2022

Fund: 101 GENERAL FUND

Agency: 409 CHILD AND FAMILY
DIVISION

Budget Account: 3142 CLARK COUNTY CHILD
WELFARE

Organization: 0000 CHILD AND FAMILY
DIVISION

	YTD Actual	Work Program	Difference
Total Expenditures	48,269,125.37		
Total Encumbrances	.00		
Total Pre-encumbrances	.00		
Total Obligations	48,269,125.37	118,454,971.00	70,185,845.63

Category	Description	Expended	Encumbered	Pre-encumbered	Obligated	Work Program	Difference
09	SUBSIDIZED ADOPTIONS	18,345,394.00	.00	.00	18,345,394.00	47,645,250.00	29,299,856.00
12	CLARK COUNTY ONGOING	27,140,764.36	.00	.00	27,140,764.36	65,266,817.00	38,126,052.64
15	FISCAL INCENTIVE PROGRAM	2,625,000.00	.00	.00	2,625,000.00	5,250,000.00	2,625,000.00
41	RESPITE	38,750.00	.00	.00	38,750.00	155,000.00	116,250.00
45	FED CARES ACT TITLE IVB GRANT	119,217.01	.00	.00	119,217.01	137,904.00	18,686.99

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Department of Health & Human Services
 Division of Child & Family Services
 BA 3142 Clark County Child Welfare
 Legislatively Approved Fund Map
 SFY2022

	2501	3467	3468	3562	3565	3871			
	General Fund	Title IV-B, 1	CARES ACT Title IVB Grant	Title IV-E Foster Care & Adoption	Certainty Funding	Child Support Enforcement	Totals	Per BSR	Difference
REVENUES									
REVENUE AUTHORITY	53,394,748	186,015	137,904	56,690,808	8,030,793	14,703	118,454,971		
2511 Balance Forward		0	0	0	0	0	0		
Total Revenue	53,394,748	186,015	137,904	56,690,808	8,030,793	14,703	118,454,971	118,454,971	0
Cat EXPENDITURES									
09 Subsidized Adoptions	16,984,300			30,660,950			47,645,250	47,645,250	0
12 Child Welfare	31,005,448	186,015		26,029,858	8,030,793	14,703	65,266,817	65,266,817	0
15 Fiscal Incentive Program	5,250,000						5,250,000	5,250,000	0
41 Respite	155,000						155,000	155,000	0
45 Fed CARES Act Title IVB Grant			137,904				137,904	137,904	0
Total Expenditure Categories	53,394,748	186,015	137,904	56,690,808	8,030,793	14,703	118,454,971	118,454,971	0
Revenue Over (Short)	0	0	0	0	0	0	0		

Department of Health & Human Services
Division of Child & Family Services
BA 3142 Clark County Child Welfare
Proposed Fund Map
SFY2022

22FRF31421

	2501	3467	3468	3562	3871	4711		
	General Fund	Title IV-B, 1	Fed CARES Act Title IV-B 1	Title IV-E Foster Care & Adoption	Child Support Enforcement	Transfer in Fed ARPA	Totals	Per BSR
REVENUES								
REVENUE AUTHORITY	53,394,748	186,015	137,904	64,721,601	14,703	1,971,000	120,425,971	
2511 Balance Forward		0		0	0	0	0	
Total Revenue	53,394,748	186,015	137,904	64,721,601	14,703	1,971,000	120,425,971	118,454,971 1,971,000
Cat EXPENDITURES								
09 Subsidized Adoptions	16,984,300			30,660,950			47,645,250	47,645,250 0
12 Child Welfare	31,005,448	186,015		34,060,651	14,703		65,266,817	65,266,817 0
15 Fiscal Incentive Program	5,250,000						5,250,000	5,250,000 0
41 Respite	155,000						155,000	155,000 0
45 Fed CARES Act Title IVB 1 Grant	0		137,904				137,904	137,904 0
48 Transfer in ARPA FRF	0					1,971,000	1,971,000	1,971,000
Total Expenditure Categories	53,394,748	186,015	137,904	64,721,601	14,703	1,971,000	120,425,971	118,454,971 1,971,000
Revenue Over (Short)	0	0	0	0	0	0	0	0 0

EXPENDITURE SCHEDULE FOR :					REPORT AS OF:		12/2/2021						
BA 3142 Clark County					PERCENTAGE OF FISCAL YEAR:		142.19%						
FISCAL YEAR 2022					Days Passed:		519						
					Start Date:		07/01/20						
		BUDGET STATUS REPORT, WEEK ENDING:	11/30/21										
				OBLIGATED		RECURRING		ORIGINAL LEG					
			BSR	AWAITING TO	EXPENDITURES	PAYMENT	TOTAL	APPROVED	APPROVED	CURRENT BUDGET	PERCENT	BALANCE	BSR Check
	CAT	DESCRIPTION	EXPENDED	HIT BSR	TO DATE	PROJECTIONS	SPENT/OBLIGATED	BUDGET	WORK PRGS		SPENT/OBLIGATED	REMAINING	
	48	CAT 48 - TRANSFER FOM ARPA FRF											
48	8503	Expenditures Clark Co	\$ -	\$ -	\$ -	\$ 1,971,000.00	\$ 1,971,000.00	\$ -		\$ -		\$ (1,971,000.00)	\$ -
													Cat 48 Total
	48	CAT 48 - TRANSFER FOM ARPA FRF TOTAL	\$ -	\$ -	\$ -	\$ 1,971,000.00	\$ 1,971,000.00	\$ -	\$ -	\$ -	#DIV/0!	\$ (1,971,000.00)	\$ -
			BSR YTD SPENT	\$ -	\$ -	CAT VERIFICATION							

Request for ARPA Fiscal Recovery Funds (FRF)

Program(s) Name: Clark County Child Welfare

Agency(s) Administering Program: Division of Child and Family Services

Total Amount Requested from FRF: FRF - \$1,971,000

Targeted Interim Finance Committee: December 2021 (State agencies only)

Explanation if Expeditious Action: The COVID-19 Pandemic has also drastically reduced the ability of many facilities to take placement of youth due to staffing shortages, delays created by quarantines, and social distance requirements.

Explanation if Other Fed Funds Cover this Cost: No other federal funding source is available to cover this cost.

How does this transition out/get paid for after 06/30/23 (end of biennium)? During the requested 18 month funding period, the Department and Clark County will work with community and federal partners to identify a sustainable funding stream through Medicaid or other allowable funding sources.

Description: Among the many impacts of the COVID-19 pandemic, its effects on mental health and behavioral issues for children and youth have proven to be widespread and substantial. The resulting stress on families combined with the reduction in community based mental health services has led to an increase in the number of children suffering from mental health conditions and the general acuity of the mental health needs of the children served by our child welfare system. Generally, the higher the need of the child, the more difficult it can be to find an appropriate placement. When a placement is unable to be located for a child in the care of Clark County Department of Family Services, children are temporarily placed in CCDFS's emergency shelter, Child Haven. As this is an emergency shelter, typically ranging in population from 60-75 children, Child Haven cannot provide the appropriate level of services necessary to treat these youth. Clark County Department of Family Services estimates that there are at least 15 youth at any given time in Clark County Child Welfare custody who are diagnosed with autism or intellectual or developmental delays and who have significant behavioral needs that warrant a higher level of care. Throughout the course of a year, it is estimated that 60 to 70 youth are in need of this higher level of care for at least a portion of the year. This program would allow for immediate placement of children and youth into an appropriate treatment level setting so as to avoid placement in the emergency shelter.

One eligible use of ARPA is to promote healthy childhood environments which includes enhanced services for child welfare families and foster youth to provide support and training on child development, positive parenting, coping skills, or recovery for mental health and substance use challenges.

This request is to fund six (6) beds in an intermediate care facility for children and youth with autism or intellectual and developmental delays who have behavioral needs such that they cannot be safely cared for in the community. It is estimated that \$1,314,000 will be needed annually to fund these beds at \$600 per day.

Expected outcome: Due to the lack of an adequate facility service located in Clark County, this will allow county personnel to be able to set up their own facility and provide the higher level of care/supervision need as well as the case management required by these youth.



STATE OF NEVADA
CONTROLLER'S OFFICE

101 N CARSON ST STE 5
CARSON CITY NV 89701
775-684-5654

File Maintenance - GL Request

(use for existing budget accounts to add revenue sources
and/or to rename revenue sources and objects in the budget using AORD)

AGENCY: COMPLETE AND SUBMIT FORM TO THE GFO, BUDGET DIVISION

GFO, BUDGET: COMPLETE AND EMAIL TO CAFR_INFO at SCO.NV.GOV

Fiscal Year: 2022

Coding Structure:	Fund	Agency	Budget	Work Program Reference (if applicable)		
	101	409	3142	AP	22FRF	31421

Revenue Source Addition/Modification:

NRS/Authority (required to establish a new GL)	(Check one or both)		AORD = Alternate Object/Revenue Description	
	New GL	AORD	GL #	Name (max 30 characters)
	<input type="checkbox"/>	<input type="checkbox"/>	4611	FED TRANSFER ARPA FRF
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		

Object Modification:

AORD = Alternate Object/Revenue Description

AORD	GL #	Name (max 30 characters)
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

Other Action:

Approvals:

Budget Division: _____ (Name) _____ (Date)

Controller: _____ (Name) _____ (Date)

Advantage Updates (if applicable):

(Controller's Office)

RB _____ (Name) _____ (Date)

AORD _____ (Name) _____ (Date)

Note: DAWN will only reflect the updated information when an Advantage transaction is posted to the GL.



**STATE OF NEVADA
CONTROLLER'S OFFICE
Category Maintenance Request**

101 N CARSON ST STE 5
CARSON CITY NV 89701
775-684-5654

AGENCY: COMPLETE AND SUBMIT FORM TO THE GFO, BUDGET DIVISION

GFO, BUDGET: COMPLETE AND EMAIL TO AGENCYSERVICES@SCO.NV.GOV

Fiscal Year:	2022	Fund:	101
Agency Number:	409	Budget Account Number:	3142
Contact Name:	Anne Jones	Contact Phone Number:	(775) 684-4412
Contact Email:	rjones@dcfs.nv.gov		
Request Date:	12/1/2021	Work Program Number:	22FRF31421

Please make the following change(s) to the Category Number Table. Check one: <input checked="checked" type="checkbox"/> Add <input type="checkbox"/> Change		
Category Number	Category Title (Must enter a title that doesn't begin with a four digit number or contain any symbols other than &, /, \, or -, Max. 30 characters)	Comments/Notes
48	TRANSFER FROM ARPA FRF	
Budget Division Use: Budget Officer Approval:		Date:
Controller's Office Use: <input type="checkbox"/> APDS Update Name:		Date:

Please allow 5 business days after receipt at the Controller's Office for processing.

Note: DAWN will only reflect the updated information when an Advantage transaction is posted to the Category.

**BA 3142 - Clark County Child Welfare
Intermediate Care Facility Projections**

Number of Beds **6**

Medicaid Psychiatric Hospital rate	\$	237.00
Medicaid level 3 behaviorally complex rate	\$	326.26
Transportation, education assistance, and other social enrichment activities that would be provided in a foster home setting	\$	36.74
Daily Provider Rate	\$	600.00
FY22 Projection (1/1/22 - 6/30/22)	\$	657,000.00
FY23 Projection (7/1/22 - 6/30/23)	\$	1,314,000.00
Work Program Request	\$	1,971,000.00

PROVIDE QUALITY TREATMENT AND RESIDENTIAL SERVICES TO CHILDREN IN THE CUSTODY OF THE DEPARTMENT OF FAMILY SERVICES WHO ARE INTELLECTUALLY AND/OR DEVELOPEMENTALLY DELAYED AND/OR DIAGNOSED WITH AN AUTISM SPECTRUM DISORDER AND/OR NEURODEVELOPMENTAL DISABILITIES.

1. INTENT

COUNTY desires to retain experienced and qualified professionals to provide quality treatment and residential services to children in the custody of the Department of Family Services who are intellectually and/or developmentally delayed and/or diagnosed with an autism spectrum disorder and/or neurodevelopmental disabilities. The program must qualify as an Intermediate Care Facility (ICF) and must run in accordance with the standards set forth by the Division of Health and Human Services, Department of Public and Behavioral Health, and the Center for Medicaid Services.

Program requirements (use MSM and surveyor tool to get there)

a. Admission and Continued Stay Requirements

- 1) The child was be diagnosed as intellectually and/or developmentally delayed and/or as having an autism spectrum disorder. Eligible children will be diagnosed with a medically based mental health disorder or diagnosis and exhibit significant behaviors. Eligible diagnoses include but are not limited to:
 - Autism spectrum disorders
 - Developmental delays
 - Attention deficit hyperactivity disorder (ADHD)
 - Behavioral sleep problems
 - Developmental and behavior evaluation of children with genetic disorders
 - Elimination disorders
 - Fetal Alcohol Syndrome Disorders
 - High-risk Neonatal Follow-up Program
 - Intellectual/developmental delay
 - Traumatic/acquired brain injury
- 2) The child must have an Individual Program Plan (IPP).
- 3) A physician must certify the need for ICF care prior to or on the day of admission (or if applicant becomes eligible for Medicaid while in the ICF, before Nevada Medicaid Office (NMO) authorizes payment).
- 4) The certification must refer to the need for the ICF level of care, be signed and dated by the physician, and be incorporated into the child's record in the physician's orders.
- 5) Recertification by a physician or a nurse practitioner of the continuing need for ICF care is required within 365 days of the last certification. In no instance is recertification acceptable after the expiration of the previous certification.
- 6) The physical examination must document the child does not have any active communicable, contagious, or infectious disease.
- 7) The Interdisciplinary Team (IDT) evaluation documents that the child needs more intensive treatment than can be provided in a day treatment program or a community residential program.

- 8) The program must be directed toward the acquisition of behaviors necessary to maximize the child's possible independence and self determination or to prevent or decelerate regression or loss of the child's current level of functioning for a child for whom no further positive growth is demonstrable.
 - 9) The IDT will develop an appropriate IPP based on its evaluation and reevaluation of the plan.
- b. Services Provided
- 1) Medical Services:
 - Prompt and effective medical treatment as needed.
 - Admission examinations, annual physical examinations, order medical services to include routine laboratory work, X-rays, etc.
 - Access to an approved medical facility for emergency, inpatient, laboratory, x-ray, and special studies, etc. or another approved facility if ordered by the physician.
 - Transportation to scheduled medical appointments.
 - Appropriate documentation of all medical services rendered are entered into the minor child's medical record along with all laboratory reports, X-ray reports, consultations, etc.
 - Medical summaries are completed and documented in each minor child's record.
 - Medications administered in the facility for those children if prescribed by a physician.
 - 2) Dental Services:
 - Unless otherwise ordered by the dentist, clients receive prophylaxis treatment at least every 6 months.
 - Other dental procedures as recommended by the dentist.
 - 3) Nursing Services:
 - The nurse should record observations which pertain to a client's physical status as needed. The nurse shall record information objectively and accurately. Documentation may include but is not limited to the following: feeding problems, changes in appetite, changes in appearance, changes in behavior, elevated temperature, any indication of problems, significant weight changes, injuries, edema, seizures differing from pattern, skin changes such as rashes, redness, swelling, symptoms of illness or approaching illness, and changes in body functions such as sleeping, elimination, and eating.
 - During illness or other condition requiring attention, progress or lack of progress should be recorded. There should also be documentation as to the resolution of the illness and effectiveness of any medication.
 - Vital signs (temperature, pulse, respiration, blood pressure) are taken upon admission to the group home and otherwise as needed. Blood pressure should be recorded at least monthly. Vital signs should be taken and recorded any time a client appears ill. Vital signs are to be taken as ordered by the physician and as requested by the nurse.
 - 4) Nutritional Services:
 - The facility ensures that each client is provided a diet that is appropriate in nutrients, calories, and form for their physical needs and capabilities.
 - Table service shall be provided. The dining area shall be equipped with table, chairs, eating utensils, and dishes designed to meet the developmental needs of each client.
 - The dining room shall promote a pleasant and homelike environment and will be designed to stimulate maximum self-development, social interaction, comfort and pleasure.

- A nourishing, well-balanced diet, consistent with local customs shall be provided to all clients. Enough time shall be allowed for eating to promote development of self-feeding skills, encourage socialization, and provide a pleasant meal-time experience.
- Staff shall eat with the clients in a family-style arrangement. Food is prepared according to the menu and placed on the table family style.
- Clients serve themselves under the supervision of the staff and receive assistance as necessary.
- There shall be at least 3 meals served daily at regular times with no more than a 14-hour span between a substantial evening meal and breakfast the next morning unless an adequate snack is provided.
- Food shall be served as soon as possible after preparation in order to conserve nutritive values and palatability and shall be served in an attractive manner, in appropriate quantity, and at the developmental level of the client.
- Dietary practices in keeping with the religious requirements of the clients' faith groups should be observed at the request of parents or guardians.
- Substitutions will be made for food allergies.
- Food likes/dislikes will be honored as much as possible.
- The menus will be approved by a registered dietitian to ensure that they meet the nutritional needs and developmental abilities of the clients. The dietitian will plan the diet according to the objectives of the American Dietetic Association.
- Special diet patterns must be planned in writing and kept on file.
- A snack may be offered to clients in keeping with their total daily nutrition needs. Between-meal nourishments are served on special diets as prescribed.
- Food storage procedures shall meet state and local regulations. Dry or staple food items are stored at least 12 inches off the floor, in a ventilated room, not subjected to sewage, or waste water backflow, or contaminated by leakage, rodents, or vermin.
- All food, raw or prepared, is stored in a sanitary manner.

5) Psychological Services:

- Psychological services will be provided to assess and facilitate as appropriate the maximum intellectual, emotional, and adaptive capacity of each client.
- Psychological services will be provided by a licensed psychologist.
- Special effort will be taken to ensure that the least restrictive and most normative measures are employed.
- Psychological services will carefully conform to the ethics of the American Psychological Association and the laws and guidelines on human rights as contained in the state statutes and will on all occasions employ the most humanitarian procedures.

6) Recreational Services:

- Recreation and leisure services shall be provided in an organized manner so that clients' needs may be met with the highest quality of recreational programming available.

7) Physical Therapy Services:

- Physical therapy service is to provide, directly and indirectly, the highest level of professional care and treatment to clients who would benefit from these services. Service is provided in an atmosphere conducive to optimal physical and psycho-social development and maintenance.

- Any treatment program will be carried out by the licensed physical therapist if indicated or by appropriately trained direct care staff who will function under the supervision of the therapist.
- Data on treatment progress will be collected and recorded in a progress note and will be evaluated periodically as a means of determining the appropriateness and effectiveness of the program.

2. RESPONSIBILITIES OF PROVIDER

- a. The provider is responsible to verify a child's Medicaid eligibility.
- b. The provider must maintain a valid certification of compliance with federal requirements for participating in Medicaid Program and a valid provider agreement with Nevada Medicaid Office.
- c. The provider must complete a preliminary assessment of each child prior to admission to facility. The preliminary assessment must include background information and current valid assessments of function, developmental, behavioral, social, health, and nutritional status to determine if the facility can provide for the child's needs, if the child is likely to benefit from placement in the facility, and what services are needed to meet those needs.
- d. Within 30 days of admission, the provider must develop an IPP for each resident based on interdisciplinary professional comprehensive evaluations. The IPP must include opportunities for individual choice and self-management and identify the discrete measurable criteria-based objective to child is to achieve, and the specific individualized program of specialized and generic strategies, supports and techniques to be employed.
- e. The provider must provide active treatment consisting of needed interventions and services in sufficient number and frequency to support the achievement of the objectives identified in the IPP.
- f. Within 30 days of admission to the facility, staff must develop an active treatment schedule which outlines the current active treatment program and is readily available for review by relevant staff.
- g. The provider must have one or more Qualified Mental Retardation Professional (QMRP) Review the IPP and assure it is revised as necessary.
- h. Within one year of the resident's admission date and at least once annually thereafter, the provider must re-evaluate each child and revise the IPP. Revisions must be developed and implemented and recommendations acted upon within 30 days of ICT meeting whenever possible.
- i. The provider must complete the Monthly Facility Occupancy Report indicating the actual census as of the first day of each month. The report should be submitted to the Division of Health Care Financing and Policy by the fifth of each month.
- j. Incidents involving any potential harm to a resident in or around the facility must be recorded, reported to the resident's physician, family member, authorized representative or legal guardian, legal custodian, and evaluated by a nurse. Records must be maintained in accordance with law and state policy.
- k. Provider must provide adequate notice of any impending discharge and must provide a written discharge plan which provides for continuity of care and recommendations for

continued care for the child. Provider will include a representative from the Department of Family Services in drafting the discharge plan.

- I. Provider will provide transportation to scheduled medical appointments.

3. RESPONSIBILITIES OF COUNTY

COUNTY shall:

- a. Provide a point of contact for PROVIDER
- b. Contact PROVIDER to refer children and/or their caretakers.
- c. Provide relevant background information and documentation for each child and/or their caretaker at the time of the referral to the extent the COUNTY has the information and documentation.
- d. Receive from PROVIDER updated treatment and service planning documents every 90 days.
- e. Facilitate quarterly meetings with PROVIDERS
- f. Continue to provide case oversight on referred cases

4. COMPENSATION AND TERMS OF PAYMENT

- a. COUNTY agrees to compensate PROVIDER for the performance of services outlined in the SOW, subject to COUNTY's fiscal limitations, limited to the approved budgeted appropriations issued via purchase order(s): and upon receipt of invoice and documentation pursuant to subsection C below:
- b. COUNTY will not pay PROVIDER for appointments in which the children and/or caretakers did not appear for the appointment;
- c. PROVIDER shall seek prior authorization for any SERVICES that are in excess of the regular contract amount.
- d. PROVIDER shall invoice COUNTY for SERVICES provided no later than 30 days of completion of an evaluation; however, COUNTY's fiscal year ends June 30th of each year, and all invoices completed during the month of June must be submitted no later than seven (7) days after the end of the fiscal year.
- e. PROVIDER's invoices not submitted to COUNTY within six months from date of services shall be rejected for payment in accordance with NRS 244.250
- f. Invoices shall be submitted by email to the Department of Family Services, Attn: Fiscal Unit, 121 South Martin Luther King Blvd, Las Vegas, NV 89106. Invoices must include:
 - 1) Invoice #
 - 2) Date(s) of service
 - 3) Date of invoice
 - 4) UNITY case number (if applicable)
 - 5) Client's name
 - 6) Provider Name, Address, Business phone
 - 7) Services provided
 - 8) Practitioner Name & Licensure (if applicable)
 - 9) Invoice amount

5. RECORDS/BACKGROUND CHECKS

- A. PROVIDER agrees to process a complete background check on all employees engaged in providing services under this Agreement within thirty (30) days of the execution of this Agreement and prior to any direct contact with referred clients prior to the commencement of such services.
- B. A complete background check will include having the person's information (i.e. fingerprints) searched through the following databases:
 - a. NCIC (National Crime Information Center);
 - b. NCJIS (Nevada Criminal Justice Information System); and
 - c. SCOPE II (Shared Computer Operation for Protection and Enforcement), and
 - d. CANS (Child Abuse and Neglect Search in Nevada and in any other state the employee has resided during the last (5) years).
- C. COUNTY requires that a PROVIDER or an employee or agent of a PROVIDER shall not have any of the criminal convictions, charges or pending charges listed below:
 - a. Murder, voluntary manslaughter, involuntary manslaughter or mayhem;
 - b. Any felony involving the use or threatened use of force or violence or the use of a firearm or other deadly weapon;
 - c. Assault with intent to kill or to commit sexual assault or mayhem;
 - d. Battery which results in substantial bodily harm to the victim;
 - e. Battery that constitutes domestic violence that is punishable as a felony;
 - f. Battery that constitutes domestic violence, other than a battery described in subparagraph (5), within the immediately preceding 3 years;
 - g. Sexual assault, statutory sexual seduction, incest, lewdness, indecent exposure or an offense involving pornography and a minor;
 - h. A crime involving pandering or prostitution, including, without limitation, a violation of any provision of NRS 201.295 to 201.440, inclusive;
 - i. Abuse or neglect of a child, including, without limitation, a violation of any provision of NRS 200.508 or 200.5083 or contributory delinquency;
 - j. A violation of any federal or state law regulating the possession, distribution or use of any controlled substance or any dangerous drug as defined in chapter 454 of NRS;
 - k. A violation of any federal or state law prohibiting driving or being in actual physical control of a vehicle while under the influence of intoxicating liquor or a controlled substance that is punishable as a felony;

- l. A violation of any federal or state law prohibiting driving or being in actual physical control of a vehicle while under the influence of intoxicating liquor or a controlled substance, other than a violation described in subparagraph (11), within the immediately preceding 3 years;
 - m. Abuse, neglect, exploitation, isolation or abandonment of older persons or vulnerable persons, including, without limitation, a violation of any provision of NRS 200.5091 to 200.50995, inclusive, or a law of any other jurisdiction that prohibits the same or similar conduct; or
 - n. Any offense involving arson, fraud, theft, embezzlement, burglary, robbery, fraudulent conversion, misappropriation of property or perjury within the immediately preceding 7 years; or
- D. In addition, the COUNTY will check the Nevada Statewide Central Registry as established by NRS 432.100 and any other state's central registry where the provider or provider's employee or agent has resided in the last five (5) years to determine whether there has been a substantiated report of child abuse or neglect made against the provider or the provider's employee or agent within the immediately preceding 5 years.
- E. PROVIDER will provide COUNTY with a list of Employee(s) assigned to perform the task outlined in this Contract. This list shall be e-mailed/scheduled with the COUNTY's Human Resources at DFShumanresources@clarkcountynv.gov.
- F. Failure to follow this procedure may result in termination of this Contract.