



Long Range Program Plan

Fiscal Years 2007-2008 through 2011-2012



Shelly Brantley,
Director

Jeb Bush,
Governor

Additional copies of this document may be
obtained in electronic form by download
from the agency's website at:

<http://apd.myflorida.com/>

For a hard copy, please contact:

Florida Agency for Persons with Disabilities
4030 Esplanade Way, Suite 380
Tallahassee, Florida 32399-0950

Phone: (850) 488-4257

Table of Contents

Mission Statement.....	1
Agency Goals, Objectives, Outcomes and Performance Projections	2
Linkage to Governor's Priorities	8
Trends and Conditions Statement	12
Agency Workforce Plan..... (Exhibit I)	26
Performance Measures and Standards	27
(Exhibit II)	
Assessment of Performance for Approved Performance Measures	28
(Exhibit III)	
Glossary of Terms and Acronyms	37



Mission Statement

The primary mission of the agency is to support persons with developmental disabilities in living, learning, and working, in all aspects of community life.

Agency Goals, Objectives, Outcomes, and Performance Projections

Home and Community Based Services

Goal:

Improve the quality of life of all persons with developmental disabilities by the development and implementation of community-based residential placements, services, and treatments (FS 393.062) (Home and Community Services.)

Objective:

Ensure that persons with developmental disabilities receiving services achieve the seven foundation outcomes of Personal Outcome Measures:

- is free from abuse and neglect,
- is safe,
- is connected to natural supports networks,
- is treated fairly,
- has the best security,
- exercises his or her rights, and
- has the best possible health.

Outcome:

The percent of persons receiving services who meet the seven foundation outcomes of the Personal Outcome Measures.

Percent of People Achieving the Seven
Foundation Personal Outcome Measures

Baseline FY2005/2006	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
11.0%	15.0%	16.0%	17.0%	18.0%	19.0%

Objective:

Increase the number of people with developmental disabilities who are actively employed in their community by providing services and supports to facilitate their employment.

Outcome:

The percent of people who are employed in integrated settings.

Baseline FY2005/2006	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
20.0%	31.0%	32.0%	33.0%	34.0%	35.0%

Percent of People Employed in Integrated Settings

Objective:

Increase the number of people served in community settings through the Developmental Disabilities Home and Community-Based Services Waiver (HCBS), and the Family and Supported Living Waiver (FSL), and reduce the number of persons on the wait list for waiver services through the continued implementation of utilization review and cost control measures.

Outcome:

The number of people served in the community (not in private ICF/DDs.)

Number of People Served in Community Settings
Not in Private Intermediate Care Facilities (ICF/DDs)

Baseline FY 2005/2006	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
45,329	45,521	46,658	47,583	48,333	48,937

* "eligible program participants" are those who meet criteria for agency services under F.S. 393, but may not necessarily be Medicaid eligible or potential waiver enrollees and includes individuals on the wait list

Objective:

Increase the number of people with developmental disabilities that live independently in homes of their own within their communities.

Outcome:

The number of persons with disabilities served in supported living.

Number of Persons with Disabilities
Served in Supported/Independent Living

Baseline FY2005/2006	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
4,247	5,066	5,259	5,423	5,564	5,689

* Performance for this measure exceeded the approved standard.

Developmental Services Public Facilities

Goal:

Improve the quality of life of people with developmental disabilities living in Developmental Services Institutions.

Objective:

Maintain a safe environment for people living in Developmental Services Institutions.

Outcome:

Annual number of significant reportable incidents per 100 persons with developmental disabilities living in Developmental Services Institutions.

Annual Number of Significant Reportable Incidents per
100 Persons Living in Developmental Services Institutions

Baseline FY 2005/2006	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
21.29	21	21	21	21	21

Objective:

Ensure that individuals with developmental disabilities receiving services in Developmental Services Institutions achieve the seven foundation outcomes of Personal Outcome Measures:

- is free from abuse and neglect,
- is safe,
- is connected to natural supports networks,
- is treated fairly,
- has the best security,
- exercises his or her rights, and
- has the best possible health.

Outcome:

The percent of persons receiving services who meet the seven foundation outcomes of the Personal Outcome Measures.

Percent of People Achieving the Seven Foundation Personal Outcome Measures

Baseline FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
6.87%	15.0%	16.0%	17.0%	18.0%	19.0%

Objective:

To provide competency restoration and habilitative training in a secure setting to adults found incompetent to proceed to trial on felony charges.

Outcome:

Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program.

Number of Adults Found Incompetent to Proceed Served in the Mentally Retarded Defendant Program

Baseline FY 2005/2006	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
336	368	368	368	368	368

* Performance for this measure exceeded the approved standard.

Objective:

Reduce reliance on public institutions for Long Term Care services.

Outcome:

Number of adults receiving services in developmental services institutions.

Number of People Served in Developmental Services Institutions

Baseline FY 2005/2006	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2012
1,174	1,148	1,088	1,028	968	908

* Performance for this measure exceeded the approved standard.

Linkage to Governor's Priorities

Strengthening Florida's Families

Governor's Priority: Help the most vulnerable among us.

Agency Goals:

- (1) Improve the quality of life of all persons with developmental disabilities by the development and implementation of community-based residential placements, services, and treatments (FS 393.062) (Home and Community Services).
- (2) Improve the quality of life of people with developmental disabilities living in Developmental Services Institutions.

The Agency for Persons with Disabilities is embarking on several initiatives to improve the quality of life for the people we serve. The efforts listed below will promote positive outcomes for consumers consistent with the Governors' priorities and the agency mission.

- Five Year Employment Initiative

Through this effort the program will reaffirm and vastly expand its emphasis on employment as a priority service outcome. In order to affect a major shift in traditional service structures, the agency is establishing two strategies. The first is to divert 25 percent of people receiving Adult Day Training services in July, 2004 into competitive employment opportunities in a five year period of time. The second is to serve 50 percent of working aged program participants in community based employment sites based upon the number of individuals who received a day service on July 1, 2004.

These objectives are part of a larger strategy to greatly expand community based employment options and the development of self-employment opportunities.

- Emphasis on Supported Living

Supported living continues to be the fastest growing residential option in Florida outside of the family home. The supported living program has been purposefully designed to offer individuals with developmental disabilities freedom, control and choice over their living arrangement and the opportunity for full integration into their communities. Individuals participating in supported living have the opportunity to select from a variety of supports and services made available through either the Family Supported Living (FSL) and Home and Community-Based Services (HCBS) Waivers. The supported living program under its current configuration (3 person supported living model) has attained the highest scores in person centered reviews conducted by our agency's Quality Assurance contractor, Delmarva. Overall scores exceed those of any other residential arrangements outside of the family home.

- Zero Tolerance Initiative

This initiative represents an aggressive and proactive multi-pronged approach to dealing with the national problem of abuse, neglect, and exploitation committed against individuals with developmental disabilities. The Zero Tolerance Initiative is carried out in partnership with service providers, family members, consumers, and other stakeholders within the disability community. A number of Zero Tolerance related activities and events have taken place over the past year involving training and education efforts, monitoring and quality assurance activities, including changes to administrative rules, operating procedures, and Florida Statutes. These continuing activities are intended to prevent occurrences of abuse, neglect, and exploitation involving this vulnerable population and facilitate quicker identification and reporting of potentially harmful situations and environments when they do arise, thereby improving the quality of life of Floridians while reducing violent crime.

- Movement Toward an Outcome Based Service Delivery System.

The Agency, in conjunction with Agency for Health Care Administration, has contracted with the Delmarva Foundation to establish a consistent and uniform statewide quality assurance program for persons with developmental disabilities. Delmarva conducts reviews of individuals with developmental disabilities and providers of waiver services to assess the efficiency and quality of services and supports and evaluates provider performance in delivering services and supports to assist consumers in achieving personal goals. At least ten orientation/training sessions are held annually around the state to provide information concerning the statewide quality assurance program. Delmarva sponsors a web-based training system that offers training opportunities to service providers and families. Delmarva has also developed some publications, a "Consumer Resource Toolkit," "The Road Map," and "My Personal Compass", to assist in consumer education. Delmarva is responsible for facilitating interaction and project results with and between agency central office staff, agency area offices staff, and other stakeholder groups, as well as the Interagency Quality Council (IQC) that was formed by the Legislature to oversee the project. This initiative aims to improve the quality of life of Floridians with developmental disabilities while providing data to the program on the services and providers with the highest achievements in promoting service outcomes.

In October 2004, the Agency for Persons with Disabilities was awarded a federal Real Choice Systems Change Grant focusing on Quality Assurance and Quality Improvement of the service system. The grant is a three year project, directed at implementing quality management structures consistent with the principles of self-determination and achieving quality of life outcomes desired by each person receiving services. APD is partnering with the Agency for Health Care Administration, Delmarva Foundation, and the Council in Quality and Leadership to achieve grant goals and objectives. The focus of Florida's initiative will be to enhance the use of data from our quality assurance activities and realign area functions to build quality improvement and management capacities throughout the service system. This effort will improve abilities at all

levels of the system, including local service providers and stakeholders, area operational management, and state level policy and funding partners. The project will specifically target Quality Improvement (QI) and ongoing Quality Management for organizational change that supports self-determination and meeting customer expectations for outcomes in their lives.

- Reducing Reliance on Public Institutions

The agency is in the second year of a five-year closure plan for Gulf Coast Center, and continues the reduced reliance on public facilities for Long Term Care by transferring residents to community based settings. In FY 2005/2006, the agency moved 90 individuals from state operated facilities as a part of the effort to move 300 residents out of state institutions by 2010. This activity also supports the Brown v. Bush federal lawsuit agreement.

- Serve Individuals from Wait list

During FY 2005/2006, the agency offered waiver services to more than 10,000 individuals on the wait list. We enrolled 6,566 individuals in one of our Home and Community-Based waiver programs.

In addition, during the last fiscal year, we provided more than 3,600 persons with disabilities with one-time funding for services through APD's Individual and Family Supports program.

In total, APD offered services to nearly 92 percent of people on the wait list in FY 2005/2006. These achievements reflect the agency's commitment to helping people lead more independent and fulfilling lives by becoming an integral part of their community.

Trends and Conditions Statement

The 2004 Legislature and Governor Bush passed legislation creating the Agency for Persons with Disabilities effective October 1, 2004. The Agency is comprised of the Developmental Disabilities program (originally a program within

the Department of Children and Families), including both Institutional and community-based services provided pursuant to Chapter 393 and Part III of Chapter 916 of the Florida Statutes. In FY 2004/2005, the Agency assumed responsibility for the provision of services for persons with developmental disabilities. The following narrative is reflective of the trends and conditions impacting the program.

Primary Responsibilities

The Agency for Persons with Disabilities serves individuals with mental retardation, autism, cerebral palsy, Prader Willi Syndrome, and spina bifida as defined in Chapter 393, F.S. Section 393.062, F.S., directs the program to give priority to the development of community based residential and treatment programs for people with developmental disabilities, which enables individuals to achieve their greatest potential for independent and productive living. A primary goal of the agency is to improve the quality of life for people with developmental disabilities by assisting people to live and work in the most integrated settings possible in their community while avoiding unnecessary placement in an institution.

Services provided to individuals with developmental disabilities under the auspices of the agency are completely privatized, with the exception of forensic services (through the Mentally Retarded Defendant Program) and three state-owned and operated Developmental Services Institutions (DSIs) throughout the state. The agency has completed its five-year plan for closure of the Community of Landmark facility in Opa-Locka, and discharged all residents as of July 2005. Once a person is determined eligible for the Developmental Disabilities Program, he or she may choose to apply for Medicaid. This determination impacts the type of services and supports available. Persons with developmental disabilities, who are Medicaid eligible, are eligible to receive community-based services under the Medicaid HCBS waiver, the Family and Supported Living waiver, or

institutional placement (public or private Intermediate Care Facilities for the Developmentally Disabled (ICF/DD) programs.)

The Developmental Disabilities Home and Community-Based Services (DD) waiver program, funded by a combination of federal and general revenue dollars, is the largest funding source for the agency. This program enables individuals to live with their family, in their own home, or in other community settings, and to receive support services in the community thus avoiding unnecessary placement in an institution. Redesign of the Developmental Disabilities Program, completed in 2003, provided a more consumer-driven system, which provides individual consumer budgets, flexible services, fair and equitable rates, direct provider billing, and a revised assessment tool.

The Family and Supported Living (FSL) waiver program, also funded by a combination of federal and general revenue dollars, enables an individual to live in a community setting while receiving support services thus avoiding unnecessary placement in an institution. The FSL waiver program differs from the DD waiver program in that the yearly dollar amount per person for services is capped, and the array of services is specific in scope.

Supports and services available under the waivers are based upon individual needs. Individuals may receive these services in their own homes, family homes, or, if enrolled in the DD waiver, in other licensed residential settings such as group homes or foster care facilities. The most common services available under the waivers are work related training and employment, environmental/adaptive equipment, individual/family supports, and residential habilitation.

The agency is mandated to provide services to criminal defendants deemed incompetent to proceed to trial due to mental retardation and autism. This activity is accomplished through 236 forensic beds in the Developmental Services Institutions that serve people who have been committed by the courts for competency restoration in a secure setting. These individuals have been determined by the criminal courts to be a danger to themselves or others.

Florida is also part of a national movement to serve people with developmental disabilities in community-based settings rather than in large congregate settings. 3,023 licensed beds serve people in public and private Intermediate Care Facilities for the Developmentally Disabled (ICF/DD), 955 beds are in public facilities (DSIs) and 2,068 beds are in private provider facilities of institutional care Florida Statutes direct the agency to divert people from institutions, to give priority to community-based residential placements, and to focus on programs that prevent or reduce the severity of developmental disabilities. The agency continues this commitment to serve people in the community with the ongoing closure of Gulf Coast Center in Fort Myers, which began in FY 2005/2006 and is scheduled to be completed by June 30, 2010.

Selection of Priorities

The 2002 and 2003 Legislatures directed a redesign of the Developmental Disabilities Program and to serve additional consumers through the Home and Community Based Medicaid Waiver Program. The involvement of a variety of stakeholder groups in this redesign process has helped to shape the priorities for the agency. The 2004 Legislature directed the continuation of the redesign and the expanded use of the Supported Living waiver. This direction provides guidance for selecting the priority areas for the Agency for Persons with Disabilities.

Addressing Our Priorities over the Next Five Years

The Agency for Persons with Disabilities assesses and identifies critical issues affecting the program. These issues are addressed through area action plans and Legislative budget requests to address critical issues.

A stakeholder group, including people with developmental disabilities, advocates, family members, service providers and the Family Care Councils regularly provide input to the agency on critical priorities for the program.

Primarily, the Agency for Persons with Disabilities develops priorities that will improve the quality of life for people with developmental disabilities, increase the consumer's choice and control over services, and provide services in community based settings.

Concurrent with creation of the Agency for Persons with Disabilities was the creation of the Governor's Developmental Disabilities Blue Ribbon Task Force, pursuant to Executive Order Number 04-62. The task force was chaired by Nila Benito, with membership comprised of individuals with disabilities and their families, advocacy groups, private service providers and representatives of the Department of Education, Department of Vocational Rehabilitation, the Agency for Health Care Administration and Department of Elder Affairs. This task force was charged with the responsibility to develop a recommended plan of action for expanding and improving inclusive community living options, coordinating the provision of transition services for students with developmental disabilities as they leave school and seek employment, and to improve opportunities for competitive, inclusive employment. The task force began meeting on a monthly basis in June 2004, and submitted its final report to the Governor on December 15, 2004.

The Blue Ribbon Implementation Working Group, formed by recommendation of the Blue Ribbon Task Force, and comprised of representatives appointed by agency heads and organization leaders, aims to assure coordinated implementation of the 86 Blue Ribbon Task Force recommendations to ensure inclusive community living, effective transition services, and competitive, integrated employment for individuals with developmental disabilities. The Blue Ribbon Implementation Working Group publishes semi-annual reports regarding this objective.

Justification of Revised or New Programs and/or Services

Priority: Enroll and Serve Additional People on the Medicaid Home and Community Based Services, and Family and Supported Living waiver Programs

As of July 1, 2006:

- 31,408 people were enrolled in the Developmental Services Home and Community-Based Services (HCBS) Medicaid waiver programs; with 25,398 people on the Developmental Disabilities waiver and Consumer Directed Care project, and 6,010 people served through the Family and Supported Living waiver.
- 11,888 people were on a wait list for Medicaid waiver services,
- Over 3,600 people on the July 2005 waiver services wait list were offered up to \$2500 of support to meet short term and one time needs during FY 2005/2006.

Justification of Final Projection for each Outcome

The 2006 Legislature approved the following outcome measures for determining effectiveness in the Home and Community-Based Services Program:

"Percent of persons receiving services who meet the seven foundation outcomes from the Personal Outcome Measures"

The seven foundation outcomes measure the extent to which a person is free from abuse and neglect, is connected to natural support networks, is safe, has the best security, exercises his or her rights, and has the best possible health. These measures, developed by the Council on Quality Leadership, are considered foundational in a set of 25 measures for people with developmental disabilities. The outcome-measured data will be gathered by using sampling

techniques valid for statewide interpretation. Personal Outcome Measures (POM) are used routinely by support coordinators in the field as they develop support plans with individual consumers. The standard set by the Legislature for this outcome is for 15% of the individuals being served in the community to have achieved the seven foundation outcomes. FY 2004/2005 performance for this measure was 8.5%. The agency has put in place an array of support services for achievement of all seven of these outcomes. However, personal choice and functional limitations can impact the measurement of one or more outcomes. Each area office has a quality improvement section to work in conjunction with the private quality assurance function. The program is also emphasizing the inclusion of Personal Outcome Measures information in service planning to enhance individual outcomes.

The combined result of these activities shows an increase from the 8.5% baseline in FY 2004-2005 to 11% in FY 2005-2006 for community services. While it is very difficult for people to have achieved all seven of seven foundational outcomes, there has been a 3.5% point increase. This in itself reflects a fairly strong improvement. The improvement is even more evident by looking at the distribution of the outcomes met in the range of zero (0 = none met) to seven (7 of 7 met) including:

- The people achieving 5, 6 or 7 foundational outcomes has increased to 45.5%; This is almost a 10 percentage point increase over last year (then 36%) for the same '5, 6 or 7' set.

"Number of people who are employed in integrated settings"

This outcome measures the effect of the program in assisting working individuals with disabilities to be employed in normal work settings that are not exclusive to people with developmental disabilities (integrated settings.) The standard set by the Legislature for this measure is that 31% of the people who are employed will be in integrated settings. FY 2005/2006 performance for this measure indicates that 20% of people employed were working in integrated settings. Employment in integrated settings is an

individual choice, which may be facilitated by program services. However, developmental disabilities programs in nearly half the other states in the nation have recently witnessed a decline in the number of people served in supported employment. This national trend illustrates the challenges faced by supported employment initiatives in the United States. The agency is beginning the third year of conducting a five-year employment initiative to encourage consumer choice of integrated employment. The agency is taking steps to implement this initiative, which include setting employment goals for area offices and requiring monthly reporting of employment data from area offices. For data consistency, the agency is developing a recommendation to change this activity definition to conform to the definition used by the five-year Employment initiative.

"Number of people served in the community (not in private ICF/DDs)"

This output measure is a count of unique eligible program participants¹ living in a community setting, including wait list individuals. The number of people served in the community does not include those served in private Intermediate Care Facilities (ICF/DDs). The standard set by the Legislature for this measure is that 43,990 people should be served in the community. FY 2005/2006 performance for this measure indicates that 45,329 people were served in the community. Prior years' growth rates were used to project performance..

- "eligible program participants" are those who meet criteria for agency services under F.S. 393, but may not necessarily be Medicaid eligible or potential waiver enrollees and includes individuals on the wait list

Objective:

"Number of persons with disabilities served in supported living"

Supported living is a service that provides supports to individuals who live independently with supports in the community in their own homes. This service

helps integrate individuals into their community, enabling them to become full participants in community life. The standard for this measure is that 3,600 people should be in supported living. FY 2005/2006 performance on this standard was 4,247 people received supported living services. Performance for this measure exceeded the approved standard. Supported living is a desirable outcome for many program participants as it is the most independent residential setting. National research has consistently found that people living in supported living settings enjoy a higher quality of life. Recent expansion of the Family and Supported Living waiver has facilitated an increase in supported living service recipients. FY 2005/2006 enrollment efforts in the Developmental Disabilities Home and Community-Based Services and Family and Supported Living waivers offered the supported living option to adults who are on the wait list or who are being discharged from an institution, and who desire to live in homes of their own in the community.

The 2005 Legislature approved the following outcome measures for determining effectiveness in the Developmental Services Public Facilities:

"Annual number of significant reportable incidents per 100 persons with developmental disabilities living in developmental services institutions"

This measure counts the number of significant reportable incidents per 100 people living in developmental services institutions that occur in one year. Significant reportable incidents include unauthorized absences, injuries requiring medical care, attempted suicides, resident deaths, non-consensual sex, etc. The standard for this measure is that no more than 21 significant reportable incidents per 100 people served in developmental service institutions should occur per year. FY 2005/2006 performance on this standard indicates that 21.29 significant reportable incidents per 100 people occurred. This is a 14% reduction from the prior year rate. Closure activities of the Gulf Coast facility has created higher than desired significant reportable event rates. The Gulf Coast Center facility is in its second year of a five-year closure plan. The agency is implementing a

reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings. Increasing the frequency of off-campus activity and community integration provides greater opportunity for personal growth, however many of these same activities provide exposure to additional risk. For example, engaging in intramural softball in a community league increases the risk of being hit by a ball resulting in an injury. While this may result in an increased number of reportable events, the risk is far outweighed by the benefit of the activity and associated opportunities.

"Percent of persons receiving services who meet the seven foundation outcomes from the Personal Outcome Measures"

The seven foundation outcomes measure the extent to which a person is free from abuse and neglect, is connected to natural support networks, is safe, has the best security, exercises his or her rights, and has the best possible health. This outcome measure is similar to its counterpart in the Home and Community Services program. The standard set by the Legislature for this outcome is for 15% of the individuals being served in developmental services institutions to have achieved the seven foundation outcomes. FY 2005/2006 performance for this measure was 6.87%. Segregated settings such as state institutions are inherently less suited to high achievement in this measure as congregate living does not facilitate the consumers preference in many areas. As an example, a person in a state facility may not be readily connected to natural supports such as family since they are restricted to living in the areas where state facilities are located. It is important to note that the facilities have made significant improvement in this measure since inception. The implementation of legislative and policy changes relating to the sexual abuse of persons with disabilities will positively impact the performance of this measure by creating another means of ensuring resident safety and freedom from abuse. The agency is implementing the reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings. The performance standard of 15% is unlikely to be met in institutional settings.

"Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program"

This output measure is a count of adults with mental retardation that are found incompetent to proceed to trial after allegedly committing and being charged with a felony offense. These individuals are ordered by the judicial system to receive competency training and custodial care through the Mentally Retarded Defendant Program (MRDP). The standard set by the Legislature for this measure is that 290 people should be served through MRDP. FY 2005/2006 performance for this measure indicates that 336 people were served through MRDP. Performance for this measure exceeded the approved standard. Program growth in the Mentally Retarded Defendant Program and step down facilities has permitted the agency to meet demand for this court ordered service until early in FY 2005/2006. The program had a 40% increase in commitments in the first three quarters of FY 2005/2006. The number of adults found incompetent to proceed to trial is a factor not within the agency's control.

"Number adults receiving services in developmental services institutions"

This output measure is a count of individuals served in developmental services institutions (DSIs). The FY 2005/2006 standard set by the Legislature for this measure is that 1,293 should be served through state institutions. FY 2005/2006 performance for this measure indicates that 1,174 people were served in DSIs. Performance for this measure exceeded the approved standard. The closure of the Community of Landmark facility has reduced the number of persons living in state facilities, and the five-year plan to close the Gulf Coast Center facility (now in its second year of implementation) will continue to reduce the number of persons living in state facilities, in concurrence with the Brown v. Bush Settlement agreement. Offsetting the reductions realized by the closures of the Community of Landmark and Gulf Coast Center facilities is the increase in demand and capacity for forensic residents, which should somewhat reduce the rate of population decline in the next several years.

Potential Policy Changes Affecting the Budget Request

The Agency for Persons with Disabilities will propose the following LBR issues as a part of the overall funding request for FY 2007/2008. These issues, once funded, will assist in achieving the program mission and goals.

Annualization of FY 2006/2007 Crisis Cases

Additional funds needed to fund 12 full months of service for crisis individuals phased-in to service during FY 2005/2006.

Annualization of 60 Community Placements during FY 2005/2006 Community Placements

Transition of sixty individuals from DSIs to community settings, in compliance with the Brown v. Bush settlement, at an estimated \$85,000 average annual cost, less FY 2006/2007 phased-in base. Funding is to be moved from the DSI budget entity to the Home and Community Based Services budget entity.

Start-up Funds for Community Placements of 60 Individuals during FY 2007/2008 (Brown vs. Bush)

Transition of sixty individuals from DSIs to community settings, in compliance with the Brown v. Bush settlement, at an estimated \$85,000 average annual cost. Funding is to be moved from the DSI budget entity to the Home and Community Based Services budget entity.

Start-up Funds for Community Placements of 60 Individuals during FY 2007/2008

Additional funds needed to transition sixty individuals from DSIs to community settings. The estimated average cost is \$85,000 per individual.

Policy Changes Which Would Require Legislative Action

(none)

Task Forces/Studies

Governors Blue Ribbon Developmental Disabilities Task Force

Authority: Executive Order # 04- 62

On April 1, 2004, Governor Jeb Bush issued Executive Order No. 04-62, which established a Blue Ribbon Task Force (BRTF) on Inclusive Community Living, Transition, and Employment of Persons with Developmental Disabilities. On December 15, 2004, the Governor and Florida Legislature were presented with a Final Report, which outlined critical recommendations and issues for improving inclusive community living options, transition outcomes and employment for people with developmental disabilities. The Blue Ribbon Task Force recommended the creation of a Blue Ribbon Implementation Working Group to oversee implementation of 86 recommendations.

On May 20, 2005, Governor Bush urged agency heads and organization leaders to participate or provide designees as members of the Blue Ribbon Implementation Work Group (BIWG) charged with making the vision and mission of the BRTF a reality. The BIWG is comprised of agency heads and organization leaders (Appendix I) from the Agency for Persons with Disabilities, Florida Department of Education Interagency Governmental Relations, Florida Department of Education Exceptional Education and Student Services, Agency for Workforce Innovation, Agency for Health Care Administration, Florida Department of Education, Vocational Rehabilitation, The Able Trust, Florida Department of Health, Workforce Florida, Florida Commission on Transportation Disadvantaged, Florida Housing Finance Corporation, Florida Developmental Disabilities Council, and Department of Children and Families.

The 2006 Legislature authorized, through Senate Bill 1278, the creation of Interagency Services Committee for Persons with Disabilities to develop and

implement a coordinated, multi-disciplinary, and interagency intervention service system for youth with disabilities who are between three years and 30 years of age. The service system is to eliminate barriers to educational opportunities and enhance educational opportunities that will lead to future employment of these youth. The law requires that the committee consist of state agency heads of those agencies involved in providing educational, social, and employment support services and requires that the Department of Children and Families (DCF), the Department of Education (DOE), the Department of Health (DOH), and the Agency for Persons with Disabilities (APD) provide staff and administrative support to the committee. Committee members are to serve without compensation but are entitled to reimbursement for travel and per diem as provided in Section. 112.061, F.S. It authorizes the committee to invite technical experts to meetings and to provide those experts with travel and per diem reimbursement. The committee is charged with carrying out a variety of activities that will encourage the educational, vocational, and social development of young persons with disabilities. These activities relate to educational and vocational training opportunities, workforce development, community participation and housing. The bill requires the committee to present a report of its findings and recommendations to the Governor, President of the Senate, and Speaker of the House of Representatives by March 1, 2007 and January 1, 2008, and it abolishes the committee on June 1, 2008. This Agency is in the process of organizing the committee and this committee will continue the work of the Blue Ribbon Implementation Work Group (BIWG).

LRPP Exhibit I: Agency Workforce Plan

Fiscal Years	Total FTE Reductions	Description of Reduction Issue	Positions per Issue	Impact of Reduction
FY 2007 -2008	0			
FY 2008-2009	60	Gulf Coast Center Phasedown -Brown v Bush settlement will reduce staff needs, however forensic growth may absorb positions	60	The transfer of residents to community placement diminishes the needs for facility staff into the future.
			-60	Forensic Program growth is requesting use of FTE to staff expanded services
Total*	60			

LRPP Exhibit II - Performance Measures and Standards

Department: Agency for Persons with Disabilities

Department No.: 67000000

Program: Services to Disabled	Code: 671000000
Service/Budget Entity: Home and Community Services	Code: 671001000

NOTE: Approved primary service outcomes must be listed first.

Approved Performance Measures for FY 2006-07 (Words)	Approved Prior Year Standard FY 2005-06 (Numbers)	Prior Year Actual FY 2005-06 (Numbers)	Approved Standards for FY 2006-07 (Numbers)	Requested FY 2007-08 Standard (Numbers)
Percent of persons receiving services who meet the seven foundation outcomes of the personal Outcome Measures (free from abuse and neglect, safe, connected to natural support networks, treated fairly, etc.)	15	11	15	15
Percent of people who are employed in integrated settings	31			
Number of people served in the community (not in private ICF/DDs)	43,990	45,329	45,521	45,521
Number of persons with disabilities served in supported living	3600	4247	5066	5066

Program: Services to Disabled	Code: 671000000
Service/Budget Entity: Program Management and Compliance	Code: 671002000

NOTE: Approved primary service outcomes must be listed first.

Approved Performance Measures for FY 2006-07 (Words)	Approved Prior Year Standard FY 2005-06 (Numbers)	Prior Year Actual FY 2005-06 (Numbers)	Approved Standards for FY 2006-07 (Numbers)	Requested FY 2007-08 Standard (Numbers)
Administrative cost as a percent of total program costs	1.74%	1.67%	3.50%	4.0%

Program: Services to Disabled	Code: 671000000
Service/Budget Entity: Developmental Services Public Facilities	Code: 671003000

NOTE: Approved primary service outcomes must be listed first.

Approved Performance Measures for FY 2006-07 (Words)	Approved Prior Year Standard FY 2005-06 (Numbers)	Prior Year Actual FY 2005-06 (Numbers)	Approved Standards for FY 2006-07 (Numbers)	Requested FY 2007-08 Standard (Numbers)
Annual number of significant reportable incidents per 100 persons with developmental disabilities living in developmental services institutions	21	21.29	21	21
Percent of persons receiving services who meet the seven foundation outcomes of the Personal Outcome Measures (free from abuse and neglect, safe, connected to natural support networks, treated fairly, etc.)	15%	7%	15%	15%
Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program	290	336	310	368
Number of adults receiving services in developmental services institutions	1293	1174	1148	1088

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 671001000
Measure: Percent of persons receiving services who meet the seven foundational outcomes of the personal Outcome Measures: is free from abuse and neglect, safe, connected to natural supports, treated fairly, has best security, exercises rights, and has best possible health.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
 Performance Assessment of Output Measure Deletion of Measure
 Adjustment of GAA Performance Standards

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
15%	11.0%	4.0%	-26.6%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
 Competing Priorities Level of Training
 Previous Estimate Incorrect
 Other (Identify)

Explanation:

External Factors (check all that apply):

- Resources Unavailable Technological Problems
 Legal/Legislative Change Natural Disaster
 Target Population Change Other (Identify)
 This Program/Service Cannot Fix The Problem
 Current Laws Are Working Against The Agency Mission

Explanation: The agency has put in place an array of support services that support achievement of all seven of these outcomes. However, personal choice and functional limitations can impact the measurement of one or more outcomes.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
 Personnel Other (Identify)

Recommendations: Each area office has a quality improvement section to work in conjunction with the private quality assurance function. The program is also emphasizing the inclusion of POM information in service planning to enhance individual outcomes.

Office of Policy and Budget – July 2006

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 671001000
Measure: Percent of people who are employed in integrated settings.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
- Performance Assessment of Output Measure Deletion of Measure
- Adjustment of GAA Performance Standards

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
31%	21%	10%	- 32.3%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
- Competing Priorities Level of Training
- Previous Estimate Incorrect
- Other (Identify)

Explanation:

External Factors (check all that apply):

- Resources Unavailable Technological Problems
- Legal/Legislative Change Natural Disaster
- Target Population Change Other (Identify)
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission

Explanation: : The number of people employed in the community has almost doubled in the past two years, but the increase of people receiving services has been even greater. This large number of people can be served more quickly through a group model such as workshops rather than obtaining jobs for each person. Resources remain in the segregated programs and they are difficult to move with the person to the community. Admission to segregated programs should be restricted. Payment systems should be modified to encourage community participation and employment. Current SSI policies encourage non-work activities so that the individual can maintain Medicaid health benefits.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
- Personnel Other (Identify)

Recommendations: Continue strategy by making employment a high priority of the Agency and continue area goals for increase employment. This employment performance is tracked, reported and analyzed to determine possible actions. Additional training has been developed for providers and agency staff concerning employment and the use of work incentives. Several grants have been obtained to increase staff and provide additional support. AWI, DOE and DVR are working cooperatively to increase results.

Office of Policy and Budget – July 2006

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 671001000
Measure: Number of people served in the community (not in private ICF/DDs.)

Action:

- Performance Assessment of Outcome Measure Revision of Measure
 Performance Assessment of Output Measure Deletion of Measure
 Adjustment of GAA Performance Standards

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
43,990	45,329	+1339	+3%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
 Competing Priorities Level of Training
 Previous Estimate Incorrect
 Other (Identify)

Explanation:

External Factors (check all that apply):

- Resources Unavailable Technological Problems
 Legal/Legislative Change Natural Disaster
 Target Population Change Other (Identify)
 This Program/Service Cannot Fix The Problem
 Current Laws Are Working Against The Agency Mission

Explanation:

This is a count of unique eligible program participants¹ living in a community setting, including wait list individuals. Prior years' growth rates were used to project performance. ¹("eligible program participants" are those who meet criteria for agency services under F.S. 393, but may not necessarily be Medicaid eligible or potential waiver enrollees and individuals on the wait list.)

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
 Personnel Other (Identify)

Recommendations:

No action is needed.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Home and Community Services
Service/Budget Entity: 671001000
Measure: Number of persons with disabilities served in supported living.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
- Performance Assessment of Output Measure Deletion of Measure
- Adjustment of GAA Performance Standards

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
3,600	4,247	647	+ 17.90%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
- Competing Priorities Level of Training
- Previous Estimate Incorrect
- Other (Identify)

Explanation: Supported living is a desirable outcome for many program participants as it is the most independent residential setting. Recent increased funding for and expansion of the Family and Supported Living waiver has facilitated an increase in supported living service recipients. FY 2005/2006 enrollment efforts in the Home and Community-Based Services and Family and Supported Living waivers will offer the supported living option to adults who are on the wait list or who are being discharged from an institution, and who desire to live in homes of their own in the community.

External Factors (check all that apply):

- Resources Unavailable Technological Problems
- Legal/Legislative Change Natural Disaster
- Target Population Change Other (Identify)
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission

Explanation:

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
- Personnel Other (Identify)

Recommendations:

No action is needed.

* Performance for this measure exceeded the approved standard.

Office of Policy and Budget – July 2006

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300
Measure: Annual number of significant reportable incidents per 100 persons with developmental disabilities living in developmental services institutions.

Action:

- Performance Assessment of Outcome Measure
- Performance Assessment of Output Measure
- Adjustment of GAA Performance Standards
- Revision of Measure
- Deletion of Measure

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
21	21.29	.29	0.01%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors
- Competing Priorities
- Previous Estimate Incorrect
- Other (Identify)
- Staff Capacity
- Level of Training

Explanation:

Closure activities of the Gulf Coast facility have created higher than desired significant reportable event rates.

External Factors (check all that apply):

- Resources Unavailable
- Legal/Legislative Change
- Target Population Change
- This Program/Service Cannot Fix The Problem
- Current Laws Are Working Against The Agency Mission
- Technological Problems
- Natural Disaster
- Other (Identify)

Explanation:

Management Efforts to Address Differences/Problems (check all that apply):

- Training
- Personnel
- Technology
- Other (Identify)

Recommendations:

The Gulf Coast Center facility is in its second year of a five-year closure plan. The agency is implementing the reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300

Measure: Percent of persons receiving services who meet the seven foundational outcomes of the personal Outcome Measures: is free from abuse and neglect, safe, connected to natural supports, treated fairly, has best security, exercises rights, and has best possible health.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
 Performance Assessment of Output Measure Deletion of Measure
 Adjustment of GAA Performance Standards

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
15%	6.96%	8.04%	- 53.6%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Personnel Factors
<input type="checkbox"/> Competing Priorities
<input type="checkbox"/> Previous Estimate Incorrect
<input type="checkbox"/> Other (Identify) | <input type="checkbox"/> Staff Capacity
<input type="checkbox"/> Level of Training |
|--|---|

Explanation:

External Factors (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Resources Unavailable
<input type="checkbox"/> Legal/Legislative Change
<input type="checkbox"/> Target Population Change
<input type="checkbox"/> This Program/Service Cannot Fix The Problem
<input type="checkbox"/> Current Laws Are Working Against The Agency Mission | <input type="checkbox"/> Technological Problems
<input type="checkbox"/> Natural Disaster
<input checked="" type="checkbox"/> Other (Identify) |
|--|--|

Explanation: Segregated settings such as state institutions are inherently less suited to high achievement in this measure because congregate living does not facilitate consumers' preferences in many areas. For example, a person in a state facility may not be readily connected to natural supports, such as family, since they are restricted to living in the areas where state facilities are located. It is important to note that the facilities have made significant improvement in this measure since inception. The implementation of legislative and policy changes relating to zero tolerance of sexual abuse of persons with disabilities will positively impact the performance of this measure by creating another means of ensuring resident safety and freedom from abuse.

Management Efforts to Address Differences/Problems (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Training
<input type="checkbox"/> Personnel | <input type="checkbox"/> Technology
<input checked="" type="checkbox"/> Other (Identify) |
|---|---|

Recommendations: The agency is implementing the reduction in population of state facilities consistent with the Brown v. Bush settlement agreement and is moving residents to less restrictive more integrated and cost effective settings.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300
Measure: Number of adults found incompetent to proceed who are provided competency training and custodial care in the Mentally Retarded Defendant Program.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
 Performance Assessment of Output Measure Deletion of Measure
 Adjustment of GAA Performance Standards

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
290	336	46	+ 15.8%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
 Competing Priorities Level of Training
 Previous Estimate Incorrect
 Other (Identify)

Explanation:

Dedication of resources to the MRDP and step down facilities has enabled the agency to meet demand for this court ordered service until early in 05-06.

External Factors (check all that apply):

- Resources Unavailable Technological Problems
 Legal/Legislative Change Natural Disaster
 Target Population Change Other (Identify)
 This Program/Service Cannot Fix The Problem
 Current Laws Are Working Against The Agency Mission

Explanation:

The number of adults found incompetent to proceed to trial is a factor not within the agency's control. Commitments for this service during FY 05-06 and FY 06-07 have increased beyond the agency ability to admit defendants in the timeframes required by statute.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
 Personnel Other (Identify)

Recommendations:

No action is needed.* Performance for this measure exceeded the approved standard.

Office of Policy and Budget – July 2006

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Developmental Services Public Facilities
Service/Budget Entity: 67100300
Measure: Number adults receiving services in developmental services institutions.

Action:

- Performance Assessment of Outcome Measure Revision of Measure
 Performance Assessment of Output Measure Deletion of Measure
 Adjustment of GAA Performance Standards

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
1,293	1,174	119	+ 9.2%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- Personnel Factors Staff Capacity
 Competing Priorities Level of Training
 Previous Estimate Incorrect
 Other (Identify)

Explanation: The closure of the Community of Landmark facility has reduced the number of persons living in state facilities, and the five-year plan to close the Gulf Coast Center facility (now in its second year of implementation) will continue to reduce the number of persons living in state facilities, in concurrence with the Brown v. Bush Settlement agreement.

External Factors (check all that apply):

- Resources Unavailable Technological Problems
 Legal/Legislative Change Natural Disaster
 Target Population Change Other (Identify)
 This Program/Service Cannot Fix The Problem
 Current Laws Are Working Against The Agency Mission

Explanation: Offsetting the reductions realized by the closure of Gulf Coast Center facility is the increase in demand and capacity for forensic residents, which should somewhat reduce the rate of population decline in the next several years.

Management Efforts to Address Differences/Problems (check all that apply):

- Training Technology
 Personnel Other (Identify)

Recommendations: No action is needed.

* Performance for this measure exceeded the approved standard.

LRPP Exhibit III: PERFORMANCE MEASURE ASSESSMENT

Department: Agency for Persons with Disabilities
Program: Program Management and Compliance

Service/Budget Entity: 67100200

Measure: Administrative cost as a percent of total program costs

Action:

- | | |
|---|--|
| <input type="checkbox"/> Performance Assessment of <u>Outcome</u> Measure | <input type="checkbox"/> Revision of Measure |
| <input checked="" type="checkbox"/> Performance Assessment of <u>Output</u> Measure | <input type="checkbox"/> Deletion of Measure |
| <input type="checkbox"/> Adjustment of GAA Performance Standards | |

Approved Standard	Actual Performance Results	Difference (Over/Under)	Percentage Difference
1.74%	1.67	-.07	- 4%

Factors Accounting for the Difference:

Internal Factors (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Personnel Factors | <input type="checkbox"/> Staff Capacity |
| <input type="checkbox"/> Competing Priorities | <input type="checkbox"/> Level of Training |
| <input type="checkbox"/> Previous Estimate Incorrect | |
| <input checked="" type="checkbox"/> Other (Identify) | |

Explanation:

External Factors (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Resources Unavailable | <input type="checkbox"/> Technological Problems |
| <input type="checkbox"/> Legal/Legislative Change | <input type="checkbox"/> Natural Disaster |
| <input type="checkbox"/> Target Population Change | <input checked="" type="checkbox"/> Other (Identify) |
| <input type="checkbox"/> This Program/Service Cannot Fix The Problem | |
| <input type="checkbox"/> Current Laws Are Working Against The Agency Mission | |

Explanation:

Management Efforts to Address Differences/Problems (check all that apply):

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Training | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Personnel | <input checked="" type="checkbox"/> Other (Identify) |

Recommendations:

No action is needed.

* Performance for this measure exceeded the approved standard.

Glossary of Terms and Acronyms

Activity: A unit of work which has identifiable starting and ending points, consumes resources, and produces outputs. Unit cost information is determined using the outputs of activities.

Actual Expenditures: Includes prior year actual disbursements, payables and encumbrances. The payables and encumbrances are certified forward at the end of the fiscal year. They may be disbursed between July 1 and December 31 of the subsequent fiscal year. Certified forward amounts are included in the year in which the funds are committed and not shown in the year the funds are disbursed.

ADT: Adult Day Training

Adult Day Training (ADT): Training programs for adults with developmental disabilities, provided during day-time hours, for the purpose of learning particular life skills and activities.

AHCA: Agency for Health Care Administration

Appropriation Category: The lowest level line item of funding in the General Appropriations Act which represents a major expenditure classification of the budget entity. Within budget entities, these categories may include: salaries and benefits, other personal services (OPS), expenses, operating capital outlay, data processing services, fixed capital outlay, etc. These categories are defined within this glossary under individual listings. For a complete listing of all appropriation categories, please refer to the ACTR section in the LAS/PBS User's Manual for instructions on ordering a report.

Baseline Data: Indicators of a state agency's current performance level, pursuant to guidelines established by the Executive Office of the Governor in consultation with legislative appropriations and appropriate substantive committees.

Budget Entity: A unit or function at the lowest level to which funds are specifically appropriated in the appropriations act. “Budget entity” and “service” have the same meaning. **CIO:** Chief Information Officer

CIP: Capital Improvements Program Plan

D3-A: A legislative budget request (LBR) exhibit which presents a narrative explanation and justification for each issue for the requested years.

Demand: The number of output units which are eligible to benefit from a service or activity.

Developmental Disability: Any of the 5 diagnosed conditions that are defined in Florida Statutes Chapter 393, which are spina bifida, autism, cerebral palsy, Prader-Willi syndrome and mental retardation.

DSIs: Developmental Services Institutions

Developmental Services Institutions (DSIs): Publicly owned facilities for the residential treatment and care of individuals with developmental disabilities. Due to legislative changes in Florida Statutes Chapter 393 the term Developmental Services Institution was changed to Developmental Disabilities Institution (DDI).

EOG: Executive Office of the Governor

Estimated Expenditures: Includes the amount estimated to be expended during the current fiscal year. These amounts will be computer generated based on the current year appropriations adjusted for vetoes and special appropriations bills.

FCO: Fixed Capital Outlay

FFMIS: Florida Financial Management Information System

Fixed Capital Outlay: Real property (land, buildings including appurtenances, fixtures and fixed equipment, structures, etc.), including additions,

replacements, major repairs, and renovations to real property which materially extend its useful life or materially improve or change its functional use. Includes furniture and equipment necessary to furnish and operate a new or improved facility.

FLAIR: Florida Accounting Information Resource Subsystem

F.S.: Florida Statutes FSL: Family and Supported Living

FTE: Full time equivalent position

GAA: General Appropriations Act

GR: General Revenue Fund

HCBS: Home and Community-Based Services

ICF/DD: Intermediate Care Facility/Developmental Disabilities.

Intermediate Care Facility/Developmental Disabilities: Privately owned facilities for the residential treatment and care of individuals with developmental disabilities.

Indicator: A single quantitative or qualitative statement that reports information about the nature of a condition, entity or activity. This term is used commonly as a synonym for the word “measure.”

Information Technology Resources: Includes data processing-related hardware, software, services, telecommunications, supplies, personnel, facility resources, maintenance, and training.

Input: See Performance Measure.

IQC: Interagency Quality Council

IT: Information Technology

Judicial Branch: All officers, employees, and offices of the Supreme Court, district courts of appeal, circuit courts, county courts, and the Judicial Qualifications Commission.

LAN: Local Area Network

LAS/PBS: Legislative Appropriations System/Planning and Budgeting Subsystem. The statewide appropriations and budgeting system owned and maintained by the Executive Office of the Governor. LBC: Legislative Budget Commission

LBR: Legislative Budget Request

Legislative Budget Commission: A standing joint committee of the Legislature. The Commission was created to: review and approve/disapprove agency requests to amend original approved budgets; review agency spending plans; and take other actions related to the fiscal matters of the state, as authorized in statute. It is composed of 14 members appointed by the President of the Senate and by the Speaker of the House of Representatives to two-year terms, running from the organization of one Legislature to the organization of the next Legislature.

Legislative Budget Request: A request to the Legislature, filed pursuant to section 216.023, Florida Statutes, or supplemental detailed requests filed with the Legislature, for the amounts of money an agency or branch of government believes will be needed to perform the functions that it is authorized, or which it is requesting authorization by law, to perform.

L.O.F.: Laws of Florida

Long-Range Program Plan (LRPP): A plan developed on an annual basis by each state agency that is policybased, priority-driven, accountable, and developed through careful examination and justification of all programs and their associated costs. Each plan is developed by examining the needs of agency customers and clients and proposing programs and associated

costs to address those needs based on state priorities as established by law, the agency mission, and legislative authorization. The plan provides the framework and context for preparing the legislative budget request and includes performance indicators for evaluating the impact of programs and agency performance.

Long Term Care: Care, provided on an ongoing basis in a residential setting such as a developmental services institution, for a person with a developmental disability.

MAN: Metropolitan Area Network (Information Technology)
NASBO: National Association of State Budget Officers

Narrative: Justification for each service and activity is required at the program component detail level. Explanation, in many instances, will be required to provide a full understanding of how the dollar requirements were computed.

Nonrecurring: Expenditure or revenue which is not expected to be needed or available after the current fiscal year.

OPB: Office of Policy and Budget, Executive Office of the Governor

OPS: Other Personal Services

Outcome: See Performance Measure.

Output: See Performance Measure.

Outsourcing: Describes situations where the state retains responsibility for the service, but contracts outside of state government for its delivery.

Outsourcing includes everything from contracting for minor administration tasks to contracting for major portions of activities or services which support the agency mission.

PBPB/PB2: Performance-Based Program Budgeting

Pass Through: Funds the state distributes directly to other entities, e.g., local governments, without being managed by the agency distributing the funds. These funds flow through the agency's budget; however, the agency has no discretion regarding how the funds are spent, and the activities (outputs) associated with the expenditure of funds are not measured at the state level. NOTE: This definition of "pass through" applies ONLY for the purposes of long-range program planning.

Performance Ledger: The official compilation of information about state agency performance-based programs and measures, including approved programs, approved outputs and outcomes, baseline data, approved standards for each performance measure and any approved adjustments thereto, as well as actual agency performance for each measure.

Performance Measure: A quantitative or qualitative indicator used to assess state agency performance.

- Input means the quantities of resources used to produce goods or services and the demand for those goods and services.
- Outcome means an indicator of the actual impact or public benefit of a service.
- Output means the actual service or product delivered by a state agency.

Policy Area: A grouping of related activities to meet the needs of customers or clients which reflects major statewide priorities. Policy areas summarize data at a statewide level by using the first two digits of the ten-digit LAS/PBS program component code. Data collection will sum across state agencies when using this statewide code.

Primary Service Outcome Measure: The service outcome measure which is approved as the performance measure which best reflects and measures the intended outcome of a service. Generally, there is only one primary service outcome measure for each agency service.

Privatization: Occurs when the state relinquishes its responsibility or maintains some partnership type of role in the delivery of an activity or service.

Program: A set of services and activities undertaken in accordance with a plan of action organized to realize identifiable goals and objectives based on legislative authorization (a program can consist of single or multiple services). For purposes of budget development, programs are identified in the General Appropriations Act by a title that begins with the word “Program.” In some instances a program consists of several services, and in other cases the program has no services delineated within it; the service is the program in these cases. The LAS/PBS code is used for purposes of both program identification and service identification. “Service” is a “budget entity” for purposes of the LRPP.

Program Purpose Statement: A brief description of approved program responsibility and policy goals. The purpose statement relates directly to the agency mission and reflects essential services of the program needed to accomplish the agency’s mission.

Program Component: An aggregation of generally related objectives which, because of their special character, related workload and interrelated output, can logically be considered an entity for purposes of organization, management, accounting, reporting, and budgeting.

Reliability: The extent to which the measuring procedure yields the same results on repeated trials and data are complete and sufficiently error free for the intended use.

Service: See Budget Entity.

Standard: The level of performance of an outcome or output.

STO: State Technology Office

SWOT: Strengths, Weaknesses, Opportunities and Threats

TCS: Trends and Conditions Statement

TF: Trust Fund

TRW: Technology Review Workgroup

Unit Cost: The average total cost of producing a single unit of output – goods and services for a specific agency activity.

Validity: The appropriateness of the measuring instrument in relation to the purpose for which it is being used.

WAGES: Work and Gain Economic Stability (Agency for Workforce Innovation)

Waiver (Medicaid): Authorizes a state to receive federal matching funds to subsidize Medicaid service delivery to a target population.

WAN: Wide Area Network (Information Technology)