

Recipient Agreement Training

South Florida - August 8, 2006

Orlando – August 17, 2006

Tallahassee – August 23, 2006

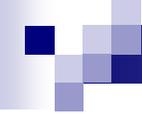


Training Objectives

- Familiarization with new reporting requirements
- Increased consistency in reporting
- Setting the stage for future trainings

Big Picture

- Obtained an additional \$1 million in state funds for the CILs
- Part C decreased slightly
- VR's agreement now includes 3 funding streams:
 - Social Security Reimbursements (federal funds)
 - Part B funds (federal funds)
 - General Revenue (state funds)
- Consolidated agreement means only one invoice per month for each CIL



Goals of Changes to Agreement

- Ensure alignment with the new 704 Report (RSA changed categories and forms.)
- To provide the CIL more flexibility
 - Did not have to declare how many hours in each category of services
- Enhance accountability
 - Document what the CILs have accomplished
 - Generate support for the program
 - Encourage future financial investment
- Ensures compliance with all applicable federal regulations

Agreement for Services



***To Individuals
with Disabilities***



Agreement for Services

***To Educate the
Community and
Advocate for
Services***





Deliverables Schedule

■ Monthly

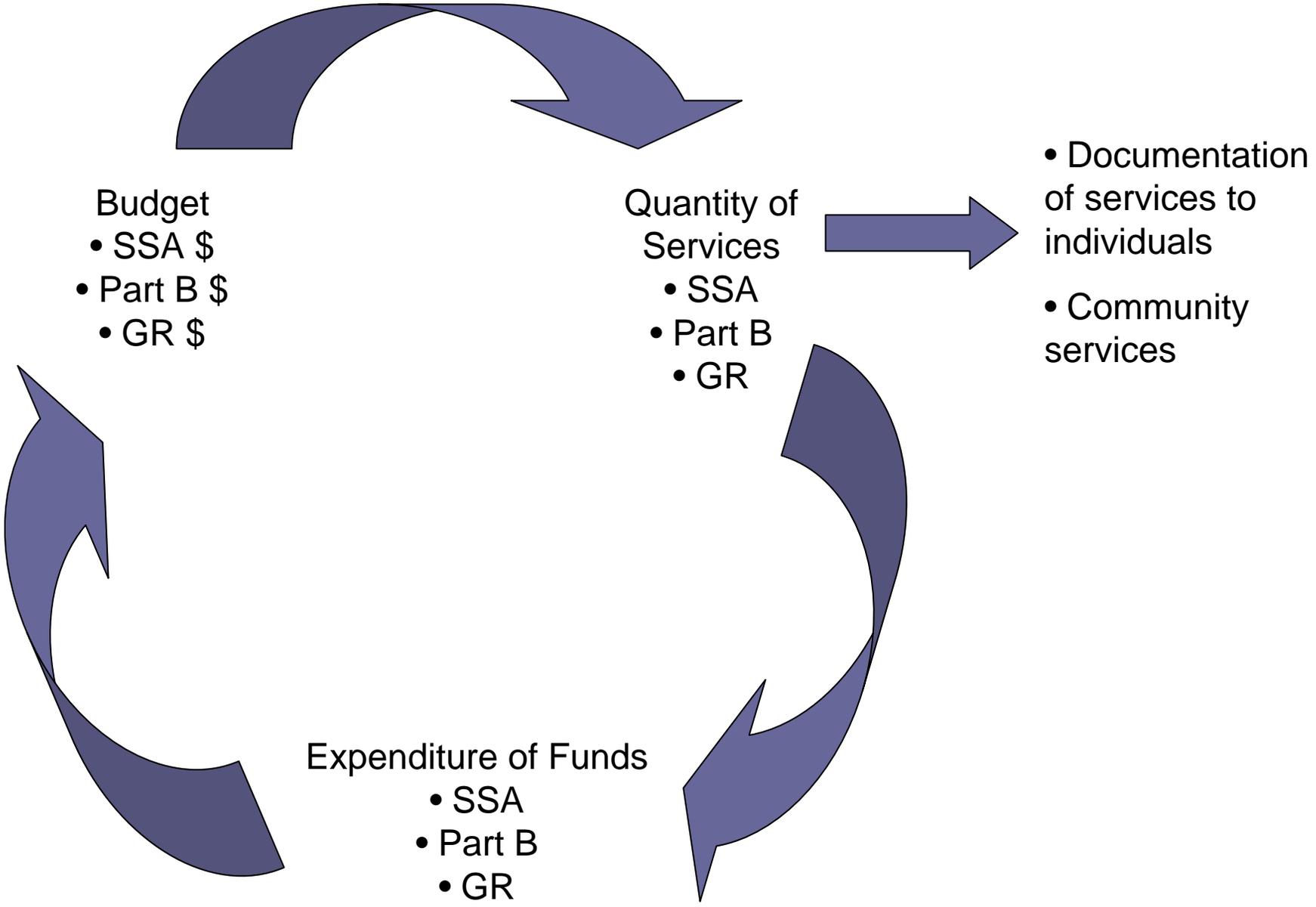
- Invoice – Ernest Urassa
- Performance Report – Julie Kates

■ Quarterly

- Budget Reconciliation – Ernest Urassa
- Expenditure Report – Ernest Urassa

■ Annual

- 704 Report – Julie Kates

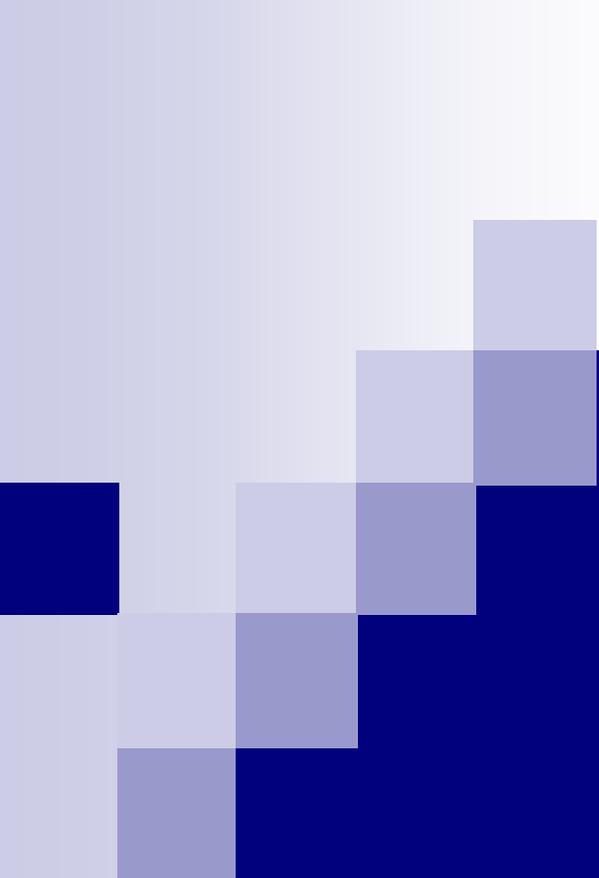


Budget
• SSA \$
• Part B \$
• GR \$

Quantity of Services
• SSA
• Part B
• GR

• Documentation of services to individuals
• Community services

Expenditure of Funds
• SSA
• Part B
• GR



What's new?

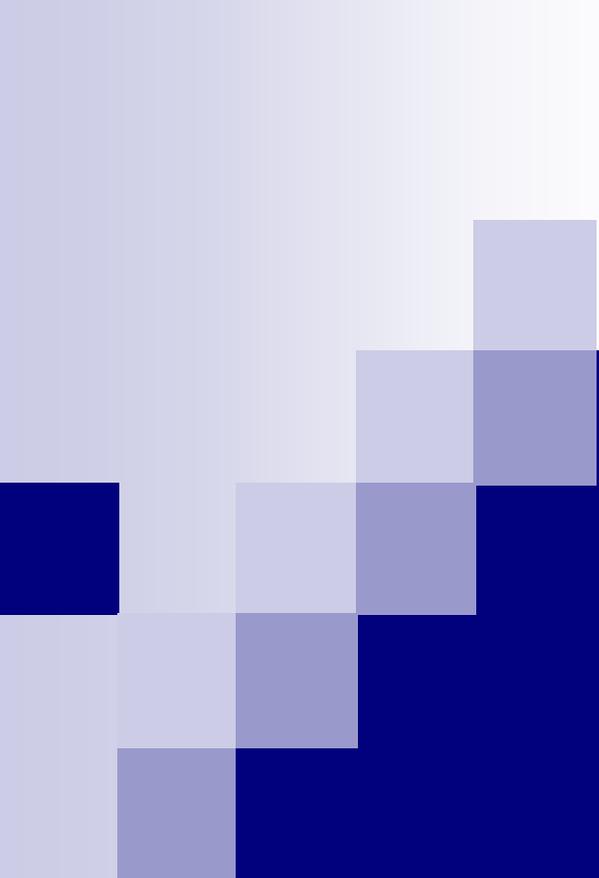
Individual Services and
Community Activities

Individual Service Hours

Services (Hours)	CILP	SSA	Part B	GR	Other
(A) Advocacy/Legal Services					
(B) Assistive Technology					
(C) Children's Services					
(D) Communication Services					
(E) Counseling and Related Services					
(F) Family Services					
(G) Housing, Home Modifications, and Shelter Services					
(H) IL Skills Training and Life Skills Training					
(I) Information and Referral Services					
(J) Mental Restoration Services					
(K) Mobility Training					
(L) Peer Counseling Services					
(M) Personal Assistance Services					

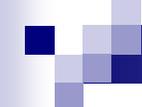
Community Activities Hours

Activities (Hours)	CILP	SSA	Part B	GR	Others
(A) Community/Systems Advocacy					
(B) Technical Assistance					
(C) Community Education and Public Information					
(D) Outreach Efforts					
(E) Collaborative Networking					



What's new?

Improved Access to
Transportation, Health Care
and Assistive Technology



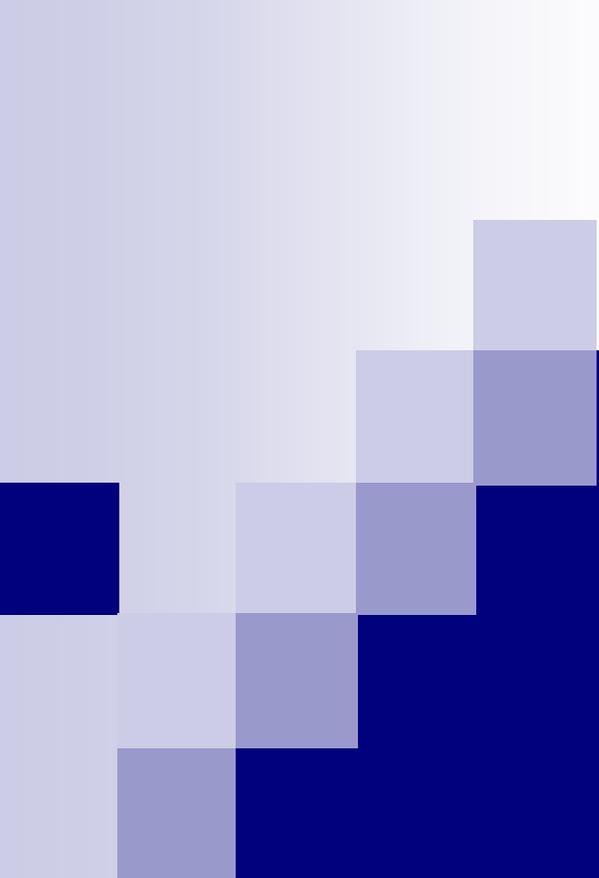
Increased Independence and Community Integration

Item 2 – Improved access to transportation, health care and assistive technology

- Consumers requiring access – the number of consumers who required access to previously unavailable transportation, health care or assistive technology whether they originally requested it or not
- Consumers receiving access – of those requiring access, how many gained access whether or not an original goal
- Consumers whose access is in progress

Increased Independence and Community Integration

Areas	# of Consumers Requiring Access	# of Consumers Achieving Access	# of Consumers Whose Access is in Progress
(A) Transportation			
(B) Health Care Services			
(C) Assistive Technology			



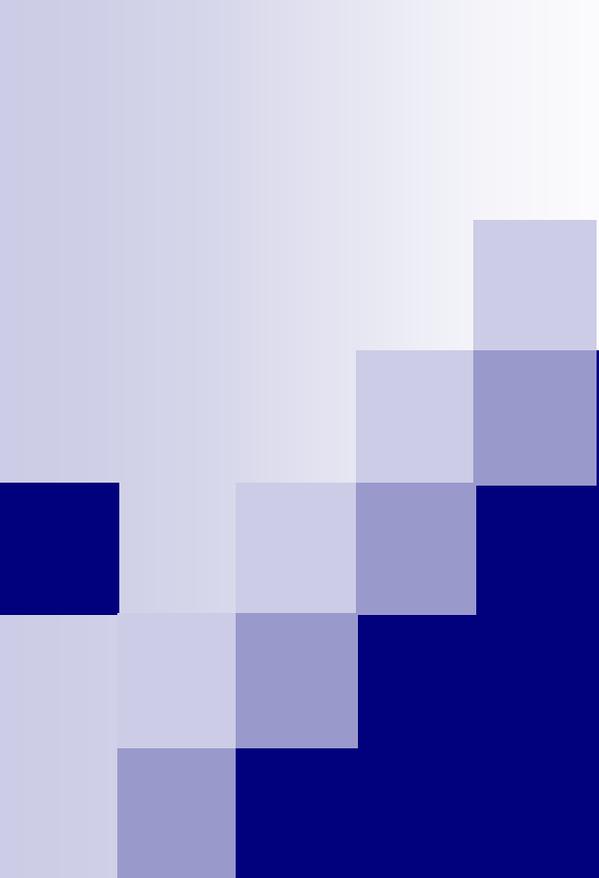
What's new?

Reporting Requirements



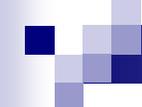
Consumer Demographics

- Monthly information, not year-to-date
- Should track from month-month
- Number of individuals served by county should reflect all counties being served during the year



What's new?

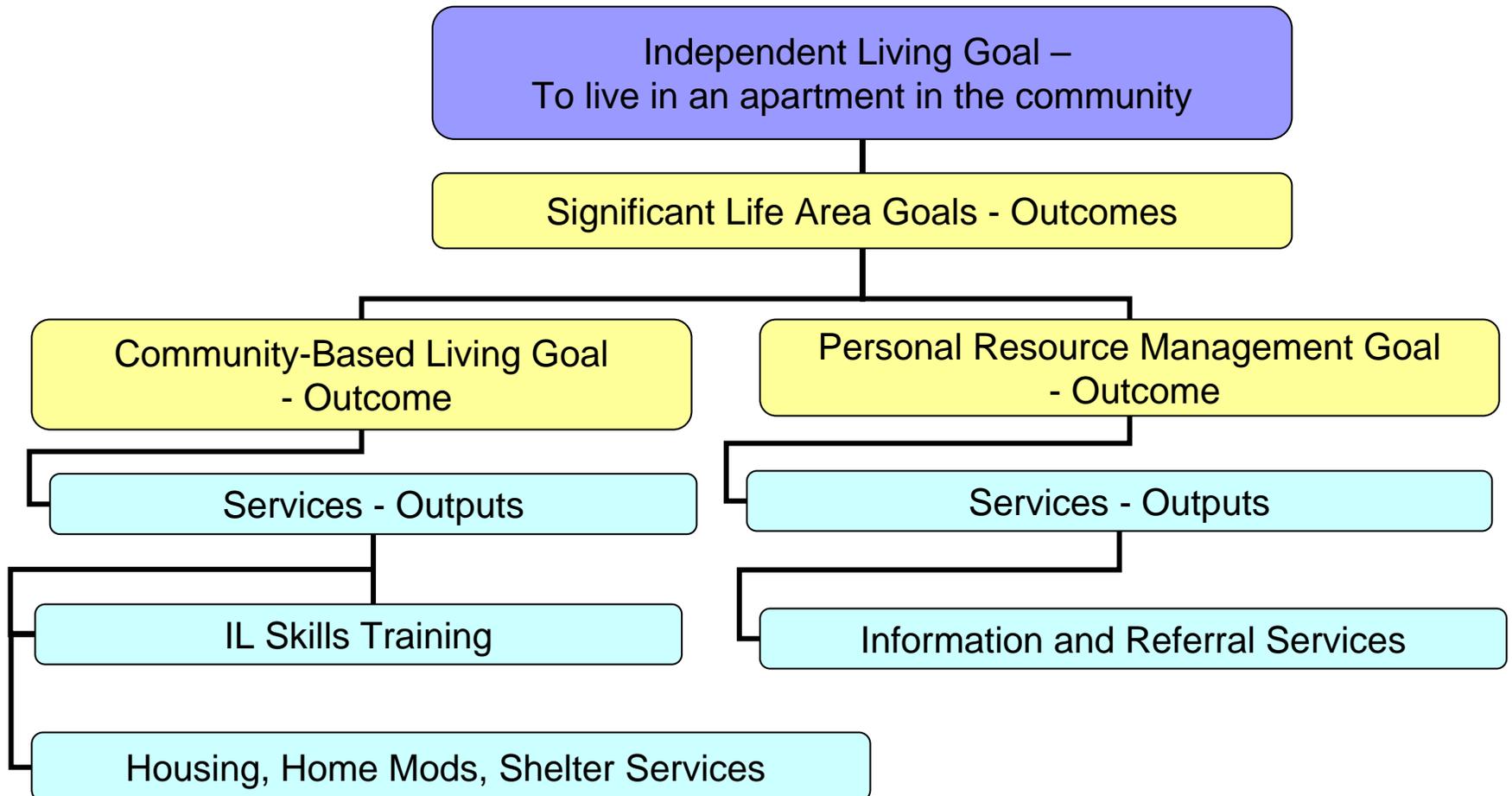
Outcomes – Achievement of
Goals



Outputs and Outcomes Overview

- Outputs – the internal activities or services provided over a period of time, including a description of the standards established for the activity, such as numbers and types of people served and services provided
- Outcomes – the intended result of the program or activity

Example



Goals/Significant Life Areas

Each ILP should include one or more goals or significant life achievements

- Self-Advocacy/Self-Employment
- Communication
- Mobility/Transportation
- Community-Based Living
- Educational
- Vocational
- Self-care
- Information Access/Technology
- Personal Resource Management
- Relocation from Nursing Home or Institution to Community-Based Living
- Community/Social Participation
- Other

Services

Services are the steps to achieving the Goal or significant life area

- Advocacy/Legal Services
- Assistive Devices/Equipment Services
- Children's Services
- Communications Services
- Counseling Services
- Counseling and Related Services
- Family Services
- Housing, Home Modifications, and Shelter Services
- IL Skills Training and Life Skills Training
- Information and Referral Services
- Mental Restoration Services
- Etc., etc., etc.

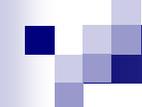
Increased Independence and Community Integration

Item 1 - Goals related to increased independence in a significant life area – define the significant life areas



New!

Significant Life Area	Goals Set	Goals Achieved	In Progress
(A) Self-Advocacy/Self-Empowerment			
(B) Communication			
(C) Mobility/Transportation			
(D) Community-Based Living			
(E) Educational			
(F) Vocational			
(G) Self-care			
(H) Information Access/Technology			
(I) Personal Resource Management			
(J) Relocation from a Nursing Home or Institution			



Increased Independence and Community Integration

- Quantifies the independent living programs outcomes, expressed in terms of the goals that consumers have achieved through the provision of independent living services.



Increased Independence and Community Integration

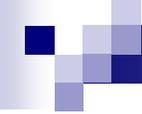
Item 1 - Goals related to increased independence in a significant life area – define the significant life areas

- Records the number of consumers who achieved independence in at least one significant life area



Significant Life Areas

- Self-advocacy/Self-empowerment Goals
 - Involving improvement in a consumer's ability to represent himself/herself with public and/or private entities
 - Involving the ability to make key decisions involving himself/herself
 - Involving the ability to organize and manage his/her own activities to achieve desired objectives



Significant Life Areas

■ Communication Goals

- Involving improvement in a consumer's ability to understand communication by others and/or
- Involving a consumer's ability to share communication with others



Significant Life Areas

- **Mobility/Transportation Goals**

- To improve a consumer's access to her/his life space, environment and community



Significant Life Areas

- Community-Based Living Goals
 - Provide for a change in living situations with increased autonomy for the consumer



Significant Life Areas

- Educational Goals

- Academic or training goals that are expected to improve the consumer's knowledge or ability to perform certain skills that would expand his/her independence, productivity or income-generating potential



Significant Life Areas

- Vocational Goals

- Related to obtaining, maintaining, or advancing in employment



Significant Life Areas

- Self-Care Goals

- Goals to improve or maintain a consumer's autonomy with respect to activities of daily living



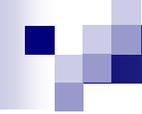
Significant Life Areas

- Information Access/Technology Goals
 - Related to a consumer obtaining and/or using information necessary for the consumer's independence and community integration



Significant Life Areas

- Personal Resource Management Goals
 - Related to a consumer learning to establish and maintain a personal/family budget



Significant Life Areas

- Relocation from a Nursing Home or Institution Goals
 - Related to relocation from nursing homes or other institutions to community based living arrangements



Significant Life Areas

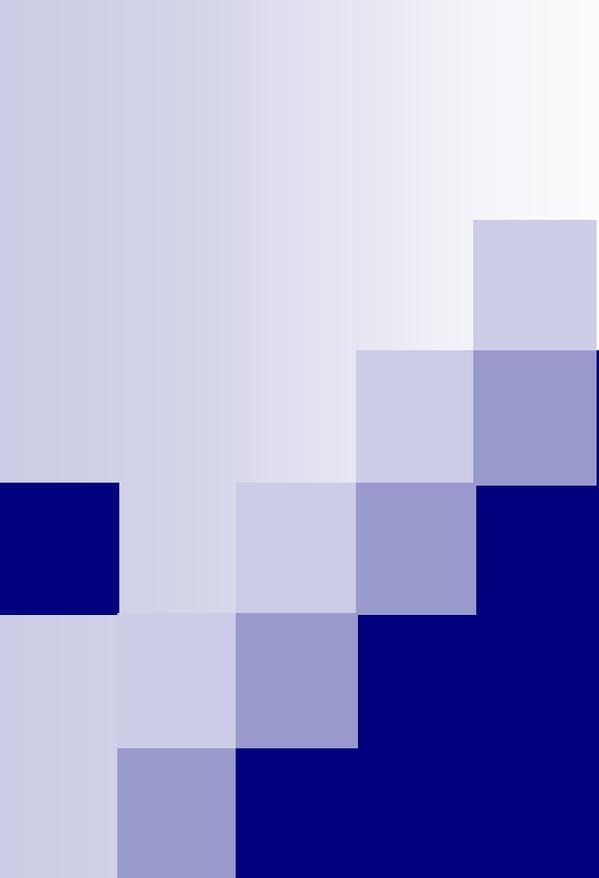
- Community/Social Participation Goals
 - Related to the full participation in the mainstream of society



Significant Life Areas

- Other Goals

- Independent living services not included in the other categories

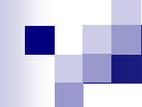


What's new?

Community Options and
Community Capacity

Community Options and Community Capacity

Issue Area	Activity Type	Hours Spent	Objective(s)	Outcomes(s)
health care	community education/ outreach	50	To develop an accessibility guide listing service area physicians, specialists and facilities offering accessibility and reasonable accommodations.	Distributed copies of the accessibility guide to 5,000 individuals with disabilities through partner organizations, including in underserved areas. Received feedback from 50 consumers reporting that the guides helped them to achieve access to previously unavailable health care.
housing	technical assistance	20	To provide information about applicable laws related to housing accessibility and accommodations to approximately 20 apartment owners and management companies accounting for 20 percent of all rental housing units in the city	Completed a legal resource guide and compiled a list of 20 initial target companies and owners



Community Options and Community Capacity

Item 1 – Community Activities Table

- Include all community activities in which staff members or board members participated during the month
- Issue area – disability issue area

Community Options and Community Capacity

Item 1 – Community Activities Table

■ Activity Types

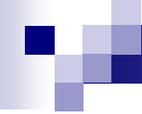
- Community/systems advocacy
- Technical assistance
- Community education and public information
- Outreach efforts
- Collaboration/networking

Community Options and Community Capacity

Item 1 – Community Activities Table

■ Number of Hours

- Not number of hours x number of participants
- One CIL staff member presents for one hour to 50 people = one hour of service
- Three CIL staff members give one hour presentations at a conference = three hours of service



Community Options and Community Capacity

Item 1 – Community Activities Table

■ Objectives

- Brief narrative describing the primary objective of the activity, including, when possible, the number of people expected to benefit

Community Options and Community Capacity

Item 1 – Community Activities Table

■ Outcomes

- Brief narrative describing the primary outcome(s) of the activity, including, when possible, the number of people who actually benefited
- This is where to include the number of individuals assisted at community outreach events – NOT information and referral

Community Options and Community Capacity

Item 2 – Description of Community Activities Narrative

- For each of the community activities listed in the chart provide/describe
 - the role of the CIL staff and board members
 - the role of consumers
 - the names of partner organizations
 - descriptions of the specific activities, services and benefits



Community/Systems Advocacy

- Includes efforts to implement Local and State policy changes to make facilities, services, and opportunities available and accessible to individuals with disabilities.



Technical Assistance

- Assistance to the community on making services, programs, activities, resources, and facilities in society accessible to individuals with significant disabilities.



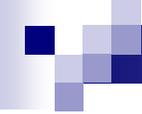
Community Education and Public Information

- Activities and information programs to enhance the community's awareness of disabilities and disability issues.



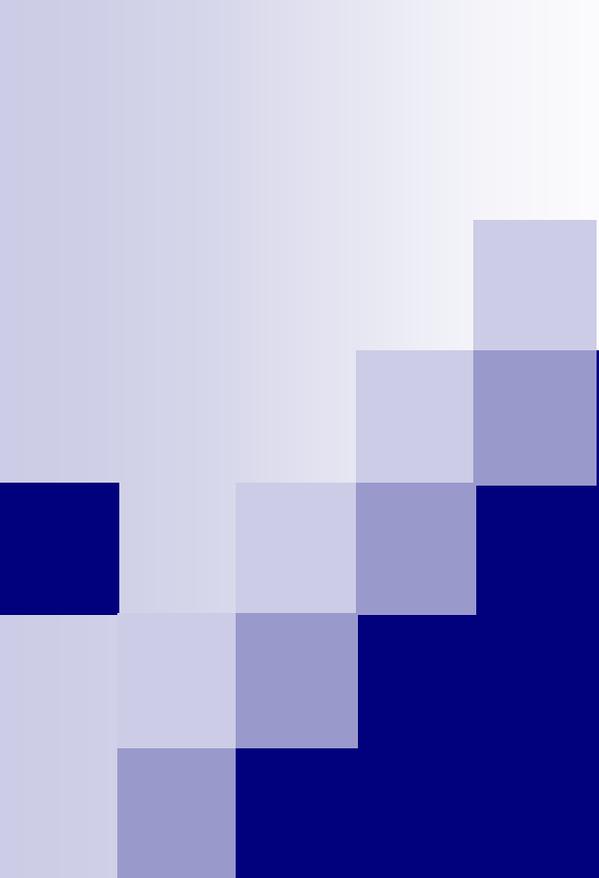
Outreach Efforts

- Entails the location of, and encouragement to use, services for unserved/underserved populations, including minority groups, and urban and rural populations.



Collaborative Networking

- Activities related to building coalitions or collaborative partnerships designed to expand the participation of individuals with significant disabilities in services, programs, activities, resources and facilities.

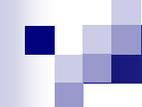


Additional Requirements



Other Accomplishments, Activities and Challenges

- Significant accomplishments
- Activities/challenges
- Innovative practices
- Improved service delivery to consumers



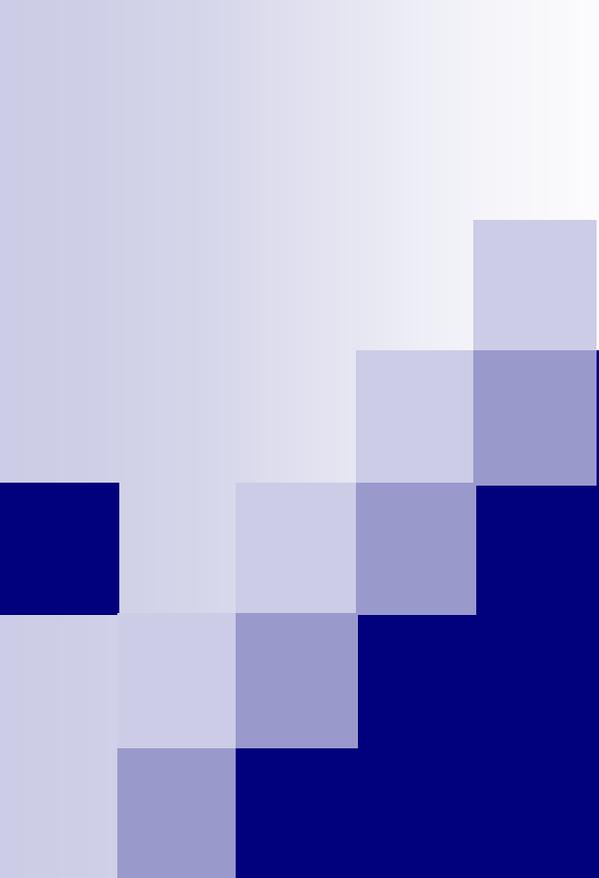
Additional Information Concerning Individual Services

- Additional description or explanation concerning individual services during the month – helpful hints
 - Feel free to use bullets.
 - Please use complete sentences.

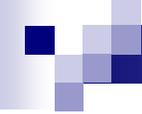


Training and Technical Assistance Needs

- Include specific technical assistance requests here, even if you have made the request via some other communication



Individual Services

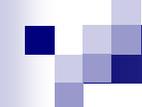


Standards and Indicators Source

- Definitions come from the instructions for the 704 Report
- Florida Independent Living Council and the Network of Centers have developed a document to reinforce the definitions and provide examples

Individual Services and Achievements

Services	Consumers Requesting Services	Consumers Receiving Services
(A) Advocacy/Legal Services		
(B) Assistive Technology		
(C) Children's Services		
(D) Communication Services		
(E) Counseling and Related Services		
(F) Family Services		
(G) Housing, Home Modifications, and Shelter Services		
(H) IL Skills Training and Life Skills Training		
(I) Information and Referral Services		
(J) Mental Restoration Services		



Individual Services and Achievements In General

- Report how many consumers requested and received services during the month
- Verification from review of CSRs
- Relationship between individual services provided and goals related to increased independence in a significant life area



Service: Advocacy/Legal

- Assistance and/or representation in obtaining access to benefits, services and programs to which a consumer may be entitled

Service: Assistive Technology

- Provision of, and training in the use of, specialized devices and equipment such as:
 - TTYs
 - TDDs
 - computers
 - or other information technology hardware or software
 - wheelchairs and lifts
 - or the provision of assistance to obtain these devices and equipment from other sources



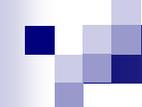
Service: Children's Services

- The provision of specific IL services designed to serve individuals with significant disabilities under the age of five.



Service: Communication Services

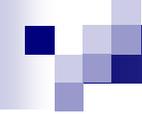
- Services directed to enable consumers to better communicate such as:
 - interpreter services
 - training in communication equipment use
 - Braille instruction
 - reading services



Service: Counseling and Related Services

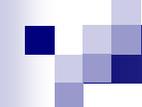
■ These include:

- information sharing
- psychological services of a non-psychiatric, non-therapeutic nature
- parent-to-parent services
- related services



Service: Family Services

- Services provided to the family members of an individual with a significant disability when necessary for:
 - improving the individual's ability to live and function more independently
 - ability to engage or continue in employment
 - services may include respite care

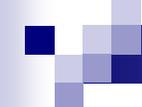


Service: Housing, Home Modifications, Shelter Services

- services related to securing housing or shelter
- adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by individuals with significant disabilities)

Service: IL Skills Training and Life Skills Training

- instruction to develop independent living skills in areas such as:
 - personal care
 - coping
 - financial management
 - social skills
 - household management
 - education and training necessary for living in the community and participating in community activities.

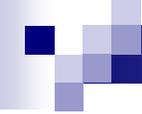


Service: Information and Referral Services

- Identify all individuals who requested this type of assistance. This is the only service (other than services to family members) that may be provided to all individuals, whether or not the individual has a disability.
- Includes people who call, write, email or walk-in
- Does not include people contacted at community outreach events

Service: Mental Restoration Services

- Psychiatric restoration services including maintenance on psychotropic medication, psychological services, and treatment management for substance abuse.
(Mental Illness)



Service: Mobility Training

- A variety of services involving assisting consumers to get around their homes and communities. (*Assisting in getting around in home/community.*)



Service: Peer Counseling

- Counseling, teaching, information sharing, and similar kinds of contact provided to consumers by other people with disabilities.

Service: Personal Assistance Services

- These include, but are not limited to assistance with:
 - personal bodily functions
 - communication
 - household needs
 - mobility
 - work
 - emotional, cognitive, personal, and financial affairs
 - community participation
 - parenting
 - leisure
 - other related needs.

Service: Physical Restoration Services

- Restoration services including:
 - medical services
 - health maintenance
 - eyeglasses
 - visual services



Service: Preventive Services

- Services intended to:
 - prevent additional disabilities
 - prevent an increase in the severity of an existing disability.



Service: Prostheses, Orthotics and Other Appliances

- Provision of, or assistance in obtaining through other sources an adaptive device or appliance to substitute for one or more parts of the human body.



Service: Recreational Services

- Provision or identification of opportunities for the involvement of consumers in meaningful leisure time activities.
 - participation in community affairs
 - and other recreation activities that may be competitive, active or quiet.

Service: Rehabilitation Technology Services

- Provision of, or assistance to obtain through other sources adaptive modifications, such as wheelchairs and lifts, which address the barriers to:
 - education
 - rehabilitation
 - employment
 - transportation
 - IL and/or recreation.

Service: Therapeutic Treatment

- Services provided by registered therapists:
 - occupational
 - physical
 - recreational
 - hearing
 - language
 - speech



Service: Transportation Services

- Provision of, or arrangements for, transportation.



Service: Youth/Transition Services

- Specific IL services designed and provided to individuals with significant disabilities, ages 5-19 and may include training to develop skills specifically designed for youth to:
 - promote self-awareness and esteem
 - develop advocacy and personal power skills
 - exploration of career options.



Service: Vocational Services

- Any services designed to achieve or maintain employment.



Service: Other Services

- Any IL services not listed above

Packet

- Contract (VR)
- Performance Report Form (VR)
- Title VII of the Rehabilitation Act of 1973 as Amended (Congress)
- Federal Regulations—34 CFR 364, 365, 366
- Relevant State Law—Chapter 413
- Reference Guide for State Expenditures
- Florida Single Audit Act
- OMB Circulars—A-110, A-122, A-133 (Office of Management and Budget)