Rates Engagement & Contract Updates

Family Spirit

May 28, 2024

www.dcyf.wa.gov

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Rate and Payment Methodology

Budget Development

Contract Impacts, Reporting Changes, and Invoicing

Next Steps

Objectives

Approach to Equity

- Are we ensuring that the rate process does not further marginalize communities of color and those whose first language is not English?

- Are we ensuring that BIPOC led/owned community agencies are not negatively impacted by the rate process? How will we know?

- Are we ensuring that rural communities and the agencies that serve them are not being disproportionately impacted by the rates process?

Anonymous Comment and Question Board

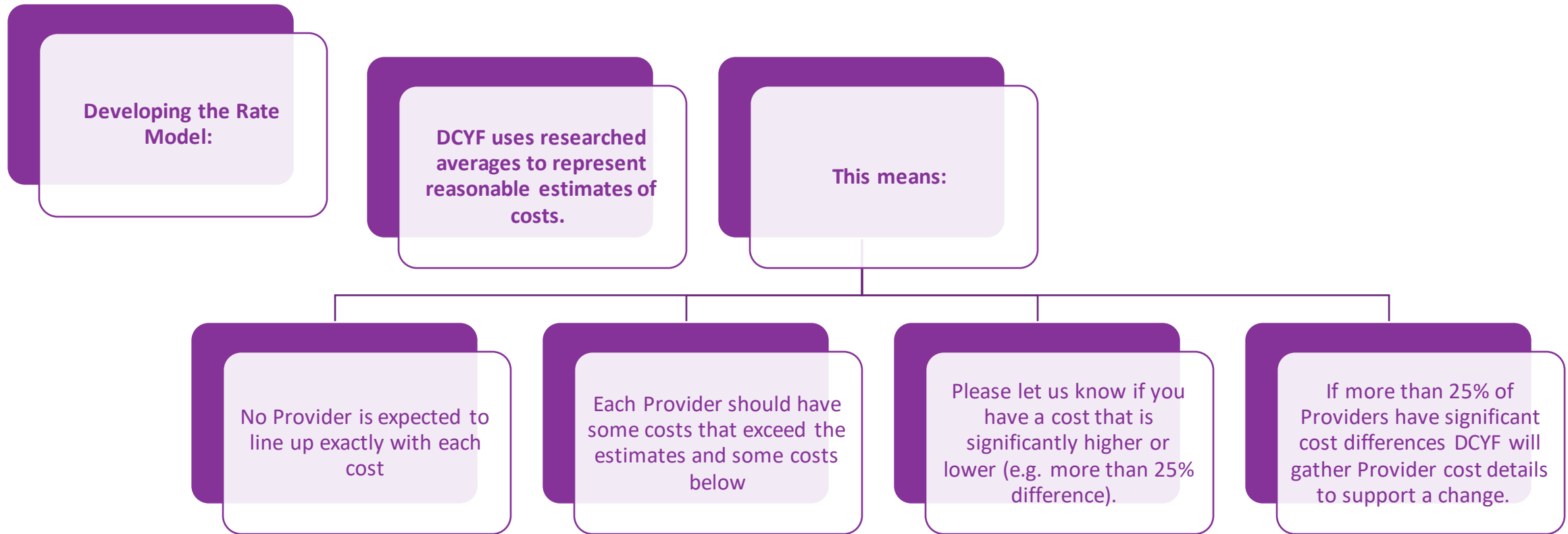https://www.mentimeter.com/app/presentation/bly27vbr19qgeinmfjz3mxt4pttwq348/first/edit

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Rates

Rate =
Personnel Costs + Workload & Service Delivery Costs + Operational Costs

Personnel Costs

Workload & Service Delivery Costs

Training Costs

Operational Costs

Rate Model Context

Developing the Rate Model:

DCYF uses researched averages to represent reasonable estimates of costs.

This means:

No Provider is expected to line up exactly with each cost

Each Provider should have some costs that exceed the estimates and some costs below

Please let us know if you have a cost that is significantly higher or lower (e.g. more than 25% difference).

If more than 25% of Providers have significant cost differences DCYF will gather Provider cost details to support a change.

Personnel Costs

Wages	Taxes	Benefits
Massachusetts Institute of Technology (MIT) Living Wage & Standard Occupational Code (SOC) Code	Federal	Health Insurance
Regionalized	Payroll	Personal Time Off
	Business and Occupational	Holidays
		Professional Development

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Workload + Service Delivery

Model Fidelity Requirements	Workload
DCYF Requirements (non-model requirements) *Management* *Training & Meetings*	Training Costs
Caseload Ratios *Health Educator 1:14 families* *Supervisor 1:5* *Program Manager 1:20* *PBC/CQI* *Executive/Director* *Administrative/data entry*	

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Operational Costs

| Operational Costs |
| --- |
| Office & Utilities (Office phone, electric, internet) |
| Office Supplies |
| Insurance (property and liability) |
| Bookkeeping and Accounting |
| HR & Payroll |
| Staff Equipment (phones, laptops, etc.) |
| Cost of Trainings (external trainings) |
| Books, Toys and Cultural Materials |
| Recruitment Employment Ads |
| Recruitment Materials |
| General Operations |

Operational Costs

Training Costs

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Family Spirit Case Rate

Case Rate

$11,241

VS

Family Spirit
Current Average Cost per Family

$8,035

Personnel Costs

Workload & Service Delivery Costs

Training Costs

Operational Costs
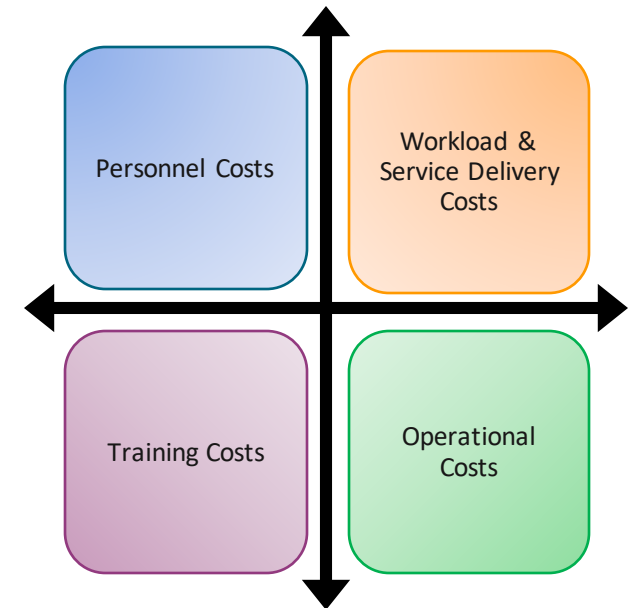
Direct Billables

Direct Billables 19% of slot budget
Model Fees (affiliate fees)
Model Training & Certification Fees
Travel
Mileage for home visits
Travel costs for model training
Travel costs for HVSA meetings
Screening Tools
Data Systems Fees, as applicable

Budget-Based direct reimbursement with supporting documentation.

Payment Methodology

Current Payment Methodology

Cost Reimbursement
Detailed Annual Budget **Each month, Providers invoice and are paid allowable, allocable costs incurred in delivery of the services outlined in the contract.** *Supporting documentation for each expense is submitted with the invoice*

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NEW Payment Methodology

HYBRID CASE RATE: Monthly Payment for Each Actively Engaged Family		Direct Billables
Capacity (35%) per slot	**Service** (65%) per slot	**Budget-Based**

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Fiscal Year 25 LIA Contract Impacts

Payment Methodology
Implementation Schedule

NEW

Month	Jul 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24
Payment Basis	Slot Based + Direct Billables	Slot Based + Direct Billables	Slot Based + Direct Billables	**Capacity + Service Delivery + Direct Billables**	**Capacity + Service Delivery + Direct Billables**	**Capacity + Service Delivery + Direct Billables**

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Contract/Budget Development

- DCYF developing modified PCQ and Budget worksheet to support contract
  - Funded slots
  - Staffing plan
  - Budget for Direct Billables
- New invoicing method aligned with rate implementation
  - July-September (Slot Rate)
  - October-June (Hybrid Case Rate)
- Updated reporting to align with rates billing

Contract/Budget Development

1. PCQ: Confirm caseload numbers, staffing and service area

2. Direct Billables Budget Worksheet - supports LIA in determining the direct billables payments point(s) and establishes the budget cap

   - Model Fees and other associated model costs
   - Model Training Fees
   - Travel for home visits & model training
   - Screening tools

3. Incorporated into SOW and Budget

SFY25 Anticipated Statement of Work Changes

- Definitions
- Reordering
- Staffing
- Assessments and Screening in Home Visits
- Data submission to DOH for those not using Visit Tracker
- CQI and Technical Assistance
- Financial clarifications
- Publicity Suggested Language
- Reporting updates
- *Concrete Goods coming later in FY25*

Updating Definitions – Active Engagement *(Section 1)*

Active Engagement = Active/Visited + Active/Encountered

- Tracking engagement **monthly** (no longer quarterly)

- Active engagement - 2 separate components to be tracked <u>separately</u>

  o **Visited Family** = Received model defined home visit during the reporting **month**

  o **Encountered Family** = Received an encounter but no home visit during the reporting **month**

Re-Ordering Sections

Participants: Slots, Service Area, Priority Populations, Focus Populations – Section 4

Outreach, Recruitment, Enrollment and Retention combined – Section 6

New Performance Award Section – Section 13

Staffing: Standardized Caseload– *(Section 4)*

- Family Spirit – 1.0 FTE Health Educators caseload = 14 families
- Your FY25 Slots will be calculated using your currently funded FTE count (as presented in your FY24 PCQ, whether positions were vacant or filled)
  - If your current funded caseload is above that standard caseload, on July 1, 2024, your contract slots will be reduced to align with the standard. Over time, you'll reduce family participation through attrition.
  - If your current funded caseload is lower than the standard caseload, your contract slots will increase *when your contract moves into rates,* and over a realistic time frame you will ramp up the number of families served.

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Model-Required Assessments	HVSA Orientations, Leadership Orientations	Home Visitor Readiness (Safety)
Perinatal Mental Health for Home Visitors	DV Assessment and Response, Safety Planning with Families	HVSA Required Screenings and Assessments
Data System, Data Requirements	CQI	HVSA Webinars and Meetings, including Biannual Training and Learning Supports
	All HVSA (at least one program lead; DCYF approval for more than 2 staff)	

Staffing: Required Training/Meetings – Specified *(Section 4)*

For those not in Visit Tracker: Monthly Data Submission *(Section 9)*

- Work with DOH to create the systems for **monthly** data sharing

- **Beginning July 1,** submit monthly data to DOH over MFT

- Impact
    - All LIAs will have the same schedule of data submission
    - More timely tracking of active engagement and aligned measures
    - Shorter turnaround times for data dashboards and other data products – dashboards will be more "current"

CQI *(Section 10)* and Technical Assistance *(Section 11)*

Alignment of CQI work with Technical Assistance Plan

- Level of CQI Coaching will Align with TA Coaching
- CQI to focus on family engagement if LIA is below 85%

Submit TA Plan developed with Start Early to DCYF with November Monthly Report

- Continue to report on progress on TA Plan in Quarterly Progress Reports

Assessments and Screening – Specified *(Section 7)*

- Depression Screening

- Well-Child Visits

- Parent Child Interaction

- Early Language and Literacy Activities

- Child Developmental Screening

- Intimate Partner Violence Screening

- Breastfeeding

- Seeking consent for data matching on interactions with Child Protective Services

Using DCYF approved tools (HOMVEE - https://homevee.acf.hhs.gov

Financial Clarifications *(Section 12)*

Track funding sources uniquely within financial systems; no comingling with funding sources outside of the HVSA (not new, just clarified)

Federally recognized indirect rate increases to 15% on October 1, 2024.

Performance Award Section moved into new Section 13 (no changes)

Fair Wage: Agreement to pay, on average, the home visitor wage used to build the rate model (may need to phase in over time)

Financial/Rates*(Section 12) - Monthly Invoicing*

- Service - Families Actively Engaged: by Active/Visited and Active/Encountered;

- Capacity (TBD)

- Direct Billables Payment with backup detailing expenses
  - Model Fees and other associated model costs
  - Model Training Fees
  - Travel for home visits, model training
  - Data system fee
  - Screening tools

- Performance Awards (no change)

- Backup
  - Service – Verified with PSRS Monthly Enrollment Report Active/Visited + Active/Encountered Counts
  - Capacity – TBD
  - Direct Billables – detailed summary of expenses in these categories as produced by your fiscal system

Publicity/Acknowledgement of Funding *(Section 13)*

- Added suggested language to press releases, reports, publicity

  - *All: This program is supported in part by funding from the Washington State Department of Children, Youth & Families.*

  - *TANF funded: This program is supported in part by funding from the Washington State Department of Children, Youth & Families and the Department of Social and Health Services.*

  - *MIECHV funded: This program is supported in part by funding from the Washington State Department of Children, Youth & Families through their HRSA MIECHV grant.*

Reporting Changes (PSRS)

Monthly Reporting on Active Engagement (Active/Visited and Active/Encountered, separate)

Monthly details of Home Visitor and Supervisor Staffing (no longer quarterly)

Outreach Plan moved out of PCQ and into Q1 Report

Monthly specifics on community and systems engagement (no longer quarterly)

More streamlining of monthly and quarterly reports –sharing in July Office Hours

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Fall Amendment Concrete Goods TBD

- Plan for Concrete Goods in the Fall (direct billable) - TBD

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Invoicing

Next Steps

- Follow Ups
  - PCQ and Budget
  - Reporting Updates
  - Invoicing
  - Timeline

LIA Completes "Rates" PCQ/Budget
    Confirm Funded Slots → Identify the maximum "draw down" of funds for service rate
    Confirm Service Area
    Confirm Staffing Plan
    Develop Direct Billables Budget
DCYF Develops Contract Statement of Work
DCYF Routes Contract for Approvals and LIA Signatures
DCYF Executes Contract

Reflections

- Reflections and Discussion
  - Overall reflections
  - What more information is needed to build understanding?
  - Can we set a next meeting date now?

THANK YOU!!

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