

# **State of Alaska FY2007 Governor's Operating Budget**

## **Department of Health and Social Services Certification and Licensing Component Budget Summary**

## Component: Certification and Licensing

### Contribution to Department's Mission

The Department's mission is to promote and protect the health and well being of Alaskans. In support of this mission, Certification and Licensing (C&L) protects and reduces the risk to the health, safety, and exploitation of Alaska's citizens and ensures public confidence in the health care and community service delivery systems through regulatory, enforcement and educational activities.

### Core Services

The section of Certification & Licensing inspects assisted living homes, nursing homes and other health care facilities and requires that necessary corrections or improvements be implemented to protect the safety of all residents.

Through criminal background checks for employees in assisted living homes, nursing homes and other health care facilities, the section provides safeguards against abuse and neglect of the state's elderly, children and adults with disabilities.

The section ensures state compliance with a myriad of federal laws.

### FY2007 Resources Allocated to Achieve Results

<b>FY2007 Component Budget: \$5,449,700</b>	<b>Personnel:</b>	
	Full time	40
	Part time	0
	<b>Total</b>	<b>40</b>

### Key Component Challenges

Continued rewriting and consolidating of licensing statutes and regulations required by the passage of a major consolidation bill approved in 2005.

Retention and recruitment of health facility surveyors (especially the professionals/nurses) in health care facilities as well as federal training requirements with limited availability of training courses in state.

Development, authorization and staffing to implement and monitor the new Background Check Unit. This includes developing and implementing electronic data interfaces for submission and reporting background investigation requests as well as extending the background check and fitness determinations to all staff serving vulnerable populations across the various State departments.

### Significant Changes in Results to be Delivered in FY2007

Implementation of the Background Check Unit. Incremental receipt supported services funding will allow collection of fees to pay for fingerprint processing through the Dept of Public Safety.

The transfer of oversight of more than 50 facilities from the Office of Children Services to C & L.

Continue progress toward consolidation of the assisted living unit which includes statewide licensing of all community-based assisted living homes/programs into one cohesive assisted living unit. Implement policies and procedures as well as an integrated complaint policy plan for the combined units.

Collaboration of efforts with the Child Care Program Office.

Regulations will be ready to implement the health and safety requirements for OCS and the assisted living programs.

## **Major Component Accomplishments in 2005**

Senate Bill 125 (licensing of medical or care facilities) was effective on July 1, 2005. As a result, the section has initiated the background check unit, which has developed the internal processes for implementation of the background check monitoring and registry. C & L has also been participating in the multi-agency regulation project to implement SB 125.

A complaint intake process between assisted living homes and certification and licensing programs has begun.

Interfacing with the Long Term Care Ombudsmen, Division of Senior and Disability Services, Adult Protective Services and Licensing and Certification staff has begun to ensure seamless services and to avoid duplication of services to common clientele.

Staff essential to bringing full implementation of the Background Check Unit has been hired.

A partnership has begun between C & L and the National Association of Childbearing Centers for possible accreditation of services.

The Background Check Unit and the Board of Nursing agreed to use the current CNA registry to create a centralized misconduct registry.

Assisted living staff members are an integral part of a workgroup on Title 21, which addresses residential care living arrangements for individuals with disabilities.

## **Statutory and Regulatory Authority**

Alaska Statutes:

AS 18.20 Hospitals and Nursing Facilities

AS 47.05 Criminal History and Registry

AS 47.07 Medical Assistance for Needy Persons

AS 47.08 Assistance for Catastrophic Illness and Chronic or Acute Medical Conditions

AS 47.25 Public Assistance

AS 47.32 Centralized Licensing and Related Administrative Procedures

Social Security Act:

Title XVIII Medicare

Title XIX Medicaid

Title XXI Children's Health Insurance Program

Administrative Code:

7 AAC 10 Licensing, Certification and Approvals (New Proposed Section as part of the licensing consolidation.)

7 AAC 12 Facilities and Local Units

7 AAC 43 Medicaid

7 AAC 48 Chronic and Acute Medical Assistance

7 AAC 75 Assisted Living Homes

**Contact Information**

**Contact:** Janet Clarke, Assistant Commissioner  
**Phone:** (907) 465-1630  
**Fax:** (907) 465-2499  
**E-mail:** janet\_clarke@health.state.ak.us

**Certification and Licensing  
Component Financial Summary**

*All dollars shown in thousands*

	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	1,506.7	2,701.5	2,923.6
72000 Travel	201.0	354.9	364.9
73000 Services	538.8	1,667.2	2,077.2
74000 Commodities	94.4	84.0	84.0
75000 Capital Outlay	2.4	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>2,343.3</b>	<b>4,807.6</b>	<b>5,449.7</b>
<b>Funding Sources:</b>			
1002 Federal Receipts	1,423.4	3,261.1	3,406.0
1003 General Fund Match	180.9	191.4	234.7
1004 General Fund Receipts	445.0	753.5	946.2
1007 Inter-Agency Receipts	19.1	113.4	113.4
1037 General Fund / Mental Health	101.3	112.3	118.7
1092 Mental Health Trust Authority Authorized Receipts	143.9	145.2	0.0
1156 Receipt Supported Services	29.7	230.7	630.7
<b>Funding Totals</b>	<b>2,343.3</b>	<b>4,807.6</b>	<b>5,449.7</b>

**Estimated Revenue Collections**

Description	Master Revenue Account	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
<b>Unrestricted Revenues</b>				
None.		0.0	0.0	0.0
<b>Unrestricted Total</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Restricted Revenues</b>				
Federal Receipts	51010	1,423.4	3,261.1	3,406.0
Interagency Receipts	51015	19.1	113.4	113.4
Receipt Supported Services	51073	29.7	230.7	630.7
<b>Restricted Total</b>		<b>1,472.2</b>	<b>3,605.2</b>	<b>4,150.1</b>
<b>Total Estimated Revenues</b>		<b>1,472.2</b>	<b>3,605.2</b>	<b>4,150.1</b>

**Summary of Component Budget Changes  
From FY2006 Management Plan to FY2007 Governor**

*All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2006 Management Plan</b>	<b>1,057.2</b>	<b>3,261.1</b>	<b>489.3</b>	<b>4,807.6</b>
<b>Adjustments which will continue current level of service:</b>				
-Transfer funding from Senior/Disabilities Services Admin. for Health Program Associate	31.9	31.8	0.0	63.7
-FY 07 Wage Increases for Bargaining Units and Non-Covered Employees	16.9	32.2	0.0	49.1
-FY 07 Health Insurance Cost Increases for Bargaining Units and Non-Covered Employees	2.4	4.5	0.0	6.9
-FY 07 Retirement Systems Cost Increase	31.5	57.7	0.0	89.2
<b>Proposed budget decreases:</b>				
-Decrement to reduce MHTAAR funding	0.0	0.0	-145.2	-145.2
<b>Proposed budget increases:</b>				
-Public Health Protection: Protecting the health and safety of Alaska's vulnerable individuals	150.0	0.0	400.0	550.0
-Risk Management Self-Insurance Funding Increase	9.7	18.7	0.0	28.4
<b>FY2007 Governor</b>	<b>1,299.6</b>	<b>3,406.0</b>	<b>744.1</b>	<b>5,449.7</b>

**Certification and Licensing  
Personal Services Information**

Authorized Positions		Personal Services Costs		
	<u>FY2006</u> <u>Management</u> <u>Plan</u>	<u>FY2007</u> <u>Governor</u>		
Full-time	40	40	Annual Salaries	1,914,012
Part-time	0	0	COLA	52,605
Nonpermanent	2	2	Premium Pay	0
			Annual Benefits	1,129,716
			<i>Less 5.58% Vacancy Factor</i>	<i>(172,733)</i>
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>42</b>	<b>42</b>	<b>Total Personal Services</b>	<b>2,923,600</b>

**Position Classification Summary**

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Clerk II	2	0	0	0	2
Administrative Clerk III	4	0	0	0	4
Assoc Coordinator	1	0	0	0	1
Certification/Licensing Admstr	1	0	0	0	1
Certification/Licensing Conslt	1	0	0	0	1
Community Care Lic Spec I	8	0	0	0	8
Community Care Lic Spec II	3	0	0	0	3
Community Care Lic Spec III	1	0	0	0	1
Criminal Justice Technician I	4	0	0	0	4
Criminal Justice Technician II	2	0	0	0	2
Health Program Associate	1	0	0	0	1
Hlth Facil Surv I	8	0	0	0	8
Hlth Facil Surv II	1	0	0	0	1
Planner III	0	0	1	0	1
Prog Coordinator	0	0	2	0	2
Records & Licensing Spvr	1	0	0	0	1
Social Svcs Prog Officer	1	0	0	0	1
<b>Totals</b>	<b>39</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>42</b>