

## Local Authorities

**A. Provide the following information at the beginning of each program description.**

<b>Name of Program or Function</b>	Local Authorities
<b>Location/Division</b>	701 W. 51 <sup>st</sup> Street, Austin, TX 78751/ Access & Intake Division
<b>Contact Name</b>	Elisa J. Garza, Assistant Commissioner for Access & Intake
<b>Actual Expenditures, FY 2012</b>	\$74,888,295
<b>Number of Actual FTEs as of June 1, 2013</b>	32
<b>Statutory Citation for Program</b>	Texas Health & Safety Code §§533.035 and 533.0355; Texas Human Resources Code §161.071(1) and (3).

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

DADS is the state agency responsible for oversight of the publicly funded intellectual and developmental disability (IDD) service delivery system in Texas. Each county in Texas is served by a local authority, which provides General Revenue services directly or through a network of local providers. Local authorities have the primary responsibility for the provision of IDD services to members of the priority population living in their service areas. Local authorities assist consumers in accessing appropriate services and supports. The mix of services delivered at the local level varies, with each local authority identifying service needs and priorities. Services include:

- eligibility determination, which is an assessment to determine if an individual has an intellectual disability or related condition and is a member of the IDD priority population; and
- service coordination, which is assistance in accessing medical, social, educational, and other appropriate services and supports to help individuals maintain or improve their quality of life and to remain within their chosen community.

Local authorities are also responsible for:

- facilitating enrollment of individuals into the ICF/IID program, including State Supported Living Centers and two Medicaid waiver programs: Home and Community-based Services and Texas Home Living;
- conducting permanency planning for children under the age of 22 who live in an ICF/IID

- or residential setting of the Home and Community-based Services program; and
- conducting the annual community living options information process for all adults living in State Supported Living Centers.

IDD Community Services include services and supports provided to individuals in the IDD priority population who live in the community. These services do not include services provided through an ICF/IID or Medicaid waiver programs. However, local authorities are responsible for providing service coordination, which is an IDD community service, to individuals enrolled in the Home and Community-based Services and Texas Home Living Medicaid waiver programs. These services and supports allow individuals to live in their own or family home. Services and supports are also provided at times of emergency or crisis. These services are often referred to as safety net services.

There are 38 community centers and one Council of Governments designated as local authorities. The local authority serves as the point of entry for publicly funded IDD programs whether publicly or privately operated. In addition, local authorities provide or contract to provide an array of services for persons in the IDD priority population with General Revenue funds. These services and supports can include service coordination, respite, specialized therapies, and vocational services.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and performance measures that best convey the effectiveness and efficiency of this function or program.**

The table below shows the monthly average number of people receiving non-Medicaid IDD community services during FY 2012.

**Community IDD Services Provided by Local Authorities, FY 2012**

Local Authority	Monthly Average Number of People Receiving Non-Medicaid IDD Community Services
ACCESS	61
Alamo Local Authority	267
Andrews Center	52
Austin-Travis County Integral Care	234
Behavioral Health Center of Nueces County	77
Betty Hardwick Center	103

<b>Local Authority</b>	<b>Monthly Average Number of People Receiving Non-Medicaid IDD Community Services</b>
Bluebonnet Trails Community Services	165
Border Region Behavioral Health Center	56
Burke Center	19
Camino Real Community Services	71
Center for Life Resources	40
Central Counties Services	77
Central Plains Center	38
Coastal Plains Community Center	32
Community Healthcore	71
Denton County MHMR Center	142
Emergence Health Network	61
Gulf Bend Center	14
Gulf Coast Center	84
Heart of Texas Region MHMR Center	96
Helen Farabee Centers	63
Hill Country MHDD Centers	71
Lakes Regional MHMR Center	130
LifePath Systems	104
MetroCare Services	694
MHMR Authority of Brazos Valley	44
MHMR Authority of Harris County	353
MHMR of Tarrant County	406

<b>Local Authority</b>	<b>Monthly Average Number of People Receiving Non-Medicaid IDD Community Services</b>
MHMR Services for the Concho Valley	42
Pecan Valley Centers for Behavioral and Developmental HealthCare	24
Permian Basin Community Centers	28
Spindletop Center	38
StarCare Specialty Health System	63
Texana Center	95
Texas Panhandle Centers	218
Texoma Community Center	143
Tri-County Services	51
Tropical Texas Behavioral Health	122
West Texas Centers	32
<b>State Total</b>	<b>4,481</b>

Source: DADS Reference Guide 2013

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.**

N/A

**E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected.**

The local authorities serve individuals who meet one or more of the following criteria:

- having an intellectual disability as defined by Health and Safety Code, §591.003;
- having a pervasive developmental disorder, including autism, as defined in the Diagnostic and Statistical Manual;

- having a related condition who are enrolling in the ICF/IID program or the Home and Community-based Services or Texas Home Living waiver programs;
- living in a nursing facility and being eligible for specialized IDD services pursuant to Section 1919(e)(7) of the Social Security Act; or
- being a child who is eligible for Early Childhood Intervention services through the Texas Department of Assistive and Rehabilitative Services.

As of August 31, 2012, of the total unduplicated number of individuals served, 30 percent were age 17 or younger, 14 percent were ages 18–21, and 56 percent were age 22 or older.

**F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

DADS provides IDD community services through contacts with 39 local authorities. Thirty-six of these entities are also mental health authorities.

DADS allocates General Revenue funds to the local authority. Additionally, Medicaid reimburses local authorities for service coordination and Preadmission Screening and Resident Review evaluations. A local authority's role is to serve as the single point of access to publicly funded services and supports for persons with intellectual disabilities residing within the local authority's service area. A local authority's responsibilities include:

- providing information about services and supports to individuals, legally authorized representatives, and families;
- performing safety net functions to ensure an individual's access into services and supports by conducting intake, enrollment, and admission activities;
- ensuring the provision and oversight of General Revenue-funded services by developing and managing a provider network and establishing processes to monitor provider performance;
- conducting service coordination for individuals receiving General Revenue-funded IDD community services and for individuals enrolled in the Home and Community-based Services and Texas Home Living Medicaid waiver programs;
- directing utilization management for General Revenue-funded services;
- conducting planning for the service area, including ensuring involvement by a local advisory committee and other stakeholders;
- completing permanency planning for certain individuals younger than age 22;
- conducting Preadmission Screening and Resident Review evaluations to individuals who may have IDD and who have been referred for admission to a nursing facility; and
- protecting the rights of individuals receiving services.

The Local Procedures Development and Support Unit is responsible for several activities.

- managing the development of policy, rules, handbooks, service definitions, guidance, and technical assistance;

- implementing strategies and efforts to facilitate individuals’ access to publicly funded IDD services and supports;
- managing the Home and Community-based Services Interest List and authorizing local authorities to offer Home and Community-based Services and Texas Home Living waiver services to individuals;
- monitoring individuals’ program enrollments to ensure compliance with the performance measures specified in the contract;
- monitoring the local authorities’ permanency planning activities for individuals younger than age 22 to ensure compliance with the performance measures specified in the contract; and
- authorizing the refinance of General Revenue-funded services to waiver-funded programs.

The Performance Contracts Unit develops, revises, and improves the performance contracts with the local authorities, provides contract management and oversight of contract requirement, maintains ongoing communications with local authorities, and provides technical assistance and information regarding processes required by the contract. The unit processes contract amendments and conducts financial monitoring of local authorities.

The Contract Accountability and Oversight unit assures accountability of the local authorities through established law, rules, and their Performance Contracts with DADS. This unit:

- conducts on-site monitoring of authority functions (i.e., planning, policy development, coordination with other agencies, resource development, resource allocation, and oversight of General Revenue-funded IDD services);
- completes on-site reviews of enrollment and service coordination activities for the Home and Community-based Services and Texas Home Living programs;
- reviews and approves corrective action plans needed as a result of monitoring; and
- conducts follow-up on-site reviews to ensure resolution of outstanding issues.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The funding sources for this program include General Revenue, local funds, and federal funds.

**Funding Sources: Local Authorities**

<b>Program</b>	<b>State: General Revenue</b>	<b>Federal</b>	<b>Total</b>
Local Authorities	\$100,503,846	\$32,566,517	\$133,070,363

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

There is no other agency responsible for delivering services for individuals with IDD. DADS has primary responsibility for delivering long-term services and supports. By placing long-term services and supports responsibilities under one agency, duplication of services from another state agency does not occur. Other DADS programs may have procedures for assessing an individual's need and eligibility for their services, but only local authorities provide services to individuals with IDD using General Revenue funding.

Other programs and agencies provide some specific service components, such as case management, but the client populations differ in regards to need, disability, and/or diagnosis. Rules are in place to prevent an individual from receiving these services from more than one entity at a time.

Services funded through General Revenue and provided via the performance contract are very similar to services provided by the Home and Community-based Services and Texas Home Living programs, except that the quantity of services provided by either waiver is more than the quantity of services provided by General Revenue funding.

DADS licenses, regulates, and oversees numerous programs, which include the nursing facility, ICF/IID, and 1915(c) waiver programs, that provide similar services, such as personal care, specialized therapies, and nursing services. Most individuals whom DADS serves would be eligible for only a limited number of these programs due to eligibility requirements such as income, diagnosis, age, and functioning level.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

A person cannot receive General Revenue-funded services while enrolled in either the Home and Community-based Services and Texas Home Living Medicaid waiver programs. Nor can a person enroll in more than one institutional or 1915(c) waiver program at a time. A person may be enrolled in another waiver program and receive General Revenue-funded services if the service is not one provided by the waiver. Thus, services are not duplicated.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

DADS contracts with 39 local authorities, all of which are governmental entities: 38 community centers and one council of governments. All are governed by local boards of trustees who are appointed by local sponsoring taxing authorities such as cities, counties, independent school

districts, hospital districts, and any combination of these authorities as determined by the local communities.

- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2012;
  - the number of contracts accounting for those expenditures;
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.

DADS maintains a performance contract with each of the 39 local authorities, as described above. Contracts awarded to local authorities are listed below.

**Local Authorities Contracts**

Program	Number of FY 2012 Contracts	FY 2012 Expenditures
Performance Contracts	39	\$77,245,318
Service Coordination	39	\$55,894,370

Local authorities are assigned performance targets based on their funding allocation. To ensure contract performance, DADS performs onsite and desk reviews to:

- monitor local authorities target achievement each fiscal quarter; and
- verify performance data reported by local authorities several times each year.

For additional information about DADS contracts, see Attachment 18, Contracted Expenditures.

- L. Provide information on any grants awarded by the program.**

N/A

- M. What statutory changes could be made to assist this program in performing its functions? Explain.**

N/A

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

The preceding discussion is sufficient to gain a preliminary understanding of the local authorities.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**

- **why the regulation is needed;**
- **the scope of, and procedures for, inspections or audits of regulated entities;**
- **follow-up activities conducted when non-compliance is identified;**
- **sanctions available to the agency to ensure compliance; and**
- **procedures for handling consumer/public complaints against regulated entities.**

N/A

**P. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency's practices.**

N/A