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HCR A

HB HB

641

4-4-79

Mr. Art Holmberg
State of Alaska
Division of Social Services
Pouch H-05
Juneau, Ak. 99811

Re: Proposal to deliver
homemaker services
in Kodiak area



Dear Mr. Holmberg:

This letter and proposal for sub-contract to deliver In-Home Support services in the Kodiak area stems from our telephone conversation on March 8. It continues to be the strong feeling of the board of the Senior Citizens of Kodiak that our organization can perform these services in a more comprehensive manner than the previous contractors. I would certainly urge your strong endorsement of this sub-contract with whatever organization is successful in obtaining the contract for the southcentral region.

Box 315
Kodiak, Alaska
99615
Dennis Murray
Project Director
Tel. 486-5630

Should you have any questions regarding this proposal, do not hesitate to contact me.

Sincerely yours,

Dennis Murray
Dennis Murray

Encl.

p.s. I am also enclosing the petitions signed by agency representatives and members of the senior citizens of Kodiak.

CC. Mr. Daniel Plotnick, State Office of Aging
Senator Bob Mulcahy
Representative Fred Zharoff

~~Handwritten scribble~~

*Hi Fred! When will you
be coming home? Center is planning an
open house in May*

Dennis

SENIOR CITIZENS OF KODIAK, INC.

Homemaker Proposal FY 80



Background: The Senior Citizens of Kodiak, Inc. has had a special interest in the provision of In-Home Support services in the Kodiak area for several years. In 1975 the organization invited Ms. Dove Kull, administrator of the Alaska Homemaker-Home Health Aide service of Juneau, to speak to the Borough health resources council concerning the services provided through her organization. Specifically, the council and the community were interested in strengthening the program in the Kodiak area. Ms. Kull indicated that funds for the training of homemakers and their direct supervision in the Kodiak area were extremely limited. Further, she did state that her organization would assist our community in whatever way they could.

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Dennis Murray
Project Director
Tel. 486-5630

In 1976 the division of social services defunded Alaska Homemaker-Home Health aide Service, and opted for a contract with Werner's Bookkeeping of Juneau to administer the state-wide contract. This change in format meant the district offices of social services would have a much greater involvement with the delivery of this important service. Unfortunately, under this arrangement the program funds were exhausted by mid-year with supplemental funds necessary to sustain the program until the new fiscal year. Further, this mechanism did not foster greater program development (training, etc.) in the local areas.

Because this arrangement did not prove satisfactory, the division was encouraged to seek other venues for the delivery of this service. Again, a contract was awarded to the private sector, Alaska Federation of Natives (AFN), for the FY 78-79 year. In my opinion, this arrangement did not improve the delivery of the service, but, in point of fact, has proven to be less desirable in the Kodiak area than the contract with Werner's Bookkeeping.

Through their board of directors, the Senior Citizens of Kodiak has discussed the need to improve this service for our area at several meetings. The following proposal is a result of those meetings. It is felt that a locally controlled and administered program would be of much greater benefit to the elderly and handicapped of our communities.

HOMEMAKER PROPOSAL

Method:

The Senior Citizens of Kodiak, Inc. intends to provide In-Home Support services as one component of its multi-purpose senior center operation. Services will be provided to eligible persons as defined by the category of Adult Protective Assistance under the Division of Social Services Title XX plan.

Critical to the success of this program will be the hiring by the corporation of a full-time In-Home Support services supervisor. (See Attached Job Description)

As indicated in the job description this supervisor will be directly under the director of the senior center for program operations. As a component program of the senior center, this effort will be housed in the same offices.

Accounting for the project will be handled by Jo Hadju Accounting.

Box 315
Kodiak, Alaska
99615
Demis Murray
Project Director
Tel. 486-5630

Budget:

Operations

Personnel	Total Cost
Supervisor (LPN level skills) @ \$5.62/hr for 40hr	\$ 11,690.00
Part-time homemakers @ \$5.25/hr for 40hr/wk--52wk	\$ 10,920.00
Fringe Benefits @ 18% of salaries	4,070.00
Sub-Total Personnel	<u>\$ 26,680.00</u>
Supplies	
Forms, records, etc.	500.00
Training materials	500.00
Administrative Costs	
Accounting services @ 9% of budget	2,700.00
Consultant Services	
Person to assist with training of part-time workers	<u>1,620.00</u>
Total Program Costs	\$ 32,000.00



JOB DESCRIPTION

JOB TITLE: HOMEMAKER SUPERVISOR
DEPARTMENT: SENIOR CITIZENS OF KODIAK
REPORTS TO: PROJECT DIRECTOR
SUPERVISES: 4-5 part-time homemakers

GENERAL FUNCTION: The person in this position directs the activities of the In-Home support services sponsored in the Kodiak Island community by the Senior Citizens of Kodiak. He/She will be involved in performing direct services and supervising the activities of several part-time assistants

JOB FUNCTIONS/MAJOR ACTIVITIES

1. Performs direct services to eligible elderly in their homes to include some medical services within the framework of an LPN skill level. Inclusive in this is consultation with the doctor concerning regimen of treatment, etc. (60% of time)
2. Hires and places in the home part-time assistants on an as-needed basis. Supervises their activities to include monitoring and evaluation at least monthly. (20% of time)
3. Works with other agencies including the Kodiak Island Borough Hospital, Public Health Center, Div. of Social Services, Council on Alcoholism and Kodiak Area Native Association in fostering cooperative relationships for the delivery of in-home support services. (5% of time)
4. Is responsible for completing reports delineating the kinds and types of services rendered, numbers of persons served, etc. on a monthly basis. (5% of time)
5. Other related duties as assigned. (10% of time)

SKILLS, KNOWLEDGE AND ABILITIES

Person in this position must have current standing in state of Alaska as Licensed Practical Nurse. Must have demonstrated abilities in working with elderly in a community setting (one--two years of work with geriatrics). Must have valid driver's license.

DECISION MAKING RESPONSIBILITIES/AUTHORITY:

This person works under the direction of the project director. Exercises independent judgement with hiring part-time workers and making duty assignments. (project director will reserve final approval of persons hired) Plans day with a great degree of independence of other center functions.

SUPERVISORY AUTHORITY:

Assigns tasks on an as-needed basis to 4-5 part-time homemakers.

● RESPONSIBILITY & CONTACT

Has a fair degree of contact with clients and general public.

Working Conditions:

Will vary dependent of home situations. Generally favorable

3-5-79

To: Senator Bob Mulcahy, Representative Fred Zaroff &
Commissioner Helen Beirne, DHSS

From: Concerned professionals of various health and social services
agencies of the Kodiak Island Community

Re: Homemaker Services

As representatives of several health and social service agencies in the Kodiak Island Community, we have discussed the present mechanism for the delivery of homemaker services at a meeting of 3-5-79 in the senior center. As a group, we have found the present system to be wanting in its capability of delivering effective services in our area. We have, therefore, drafted the following resolution which we present to you; and ask that you give it close attention.

Whereas, the present delivery system for homemaker services in the Kodiak Island Community is inadequate and ineffective as presently provided for under the Adult Protective Assistance category of the Division of Social Services Plan, and

Whereas, it is recognized that these services are not limited to elderly; but the elderly do represent the single largest client population, and

Whereas, The Senior Citizens of Kodiak, Inc. [a grantee of the State Office of Aging] has demonstrated a vital concern for the delivery of this service in the Kodiak area including a contracted training program and a great deal of staff time towards the development of this service; and through its board of directors has expressed a desire and an interest in administering this program at the local level, and

Whereas, the comprehensive amendments to the Older American's Act of 1978 address the question of the need for one central access point in a community for the delivery of all services to the nation's elderly,

Therefore Be It Resolved, that one or both of the following actions be strongly urged and requested,

1. The Division of Social Services contract with the Kodiak Senior Center through the State Office of Aging to provide for the delivery of homemaker services as outlined under proposed provisions of the FY 80 social services plan under the adult protective assistance category in the Kodiak Island area. This contract should be seen as a first step in the expanded involvement of senior centers in the delivery of this service on a state-wide basis.
2. If the above action is not appropriate or adequate to meet the needs in the Kodiak area, our representatives should draft the necessary legislation for the establishment of a Kodiak area Homemaker program with initial appropriation of \$25,000.00. This appropriation should be seen as a model project for the entire state.

Endorsements by concerned health and social services professionals of the Kodiak Island Community

Name	Agency Represented	Address
<i>Larry D. Lofgren</i>	Kodiak Mental Health Center	Box 712, Kodiak
<i>Jeanne Selby</i>	Health Department Kodiak Area Native Association	Box 172, Kodiak
<i>John A. ...</i>	M.D.	Box 900 Kodiak
<i>Dr. ...</i>	Holmes Johnson Clinic	Box 1727 Kodiak
<i>Ann S. Hatten D.O.</i>	NORTH PACIFIC MEDICAL CENTER	Box 95 Kodiak
<i>Chas ...</i>	Island Medical Center	Box 766
<i>R. L. Hoff</i>	Kodiak Island Hospital	Box 7187
<i>Robert L. Childs</i>	KODIAK BAPTIST MISSION	Box 785

Kodiak
Bicentennial



3-5-79

We, the undersigned members & participants of the Kodiak Senior Center, strongly urge the Division of Social Services and our area Legislators; Senator Bob Mulcahy and Representative Fred Zaroff, to consider seriously the resolutions adopted by our board of directors and representatives of area health and social services offices. As potential and in some cases, actual, consumers of these services; we feel that the service would be greatly improved if administered through our local senior center.

Name

Address

Bertha Pratt

Box 242-

Millicie Muller

Box 313

Mariane Fitzgerald

Box 536

Hazel Wilson

315

Ruth J. Jones

Box 310

Clara Wallace

Opale Keddy

P.O. Box 2764 Kodiak

Fernand Clark

Annie S. Hillborn

Joseph F. Terry
Kodiak

Box 2762 - 99615 Kodiak

James T. Remond
Centennial

Box 8511 Kodiak 99615

Cecil E. Brown

Harvey Neseth

Box 456 Kodiak

Mark W. Welch

M. von Steele

Walter Koumoumis



Concerned Seniors Continued.....

Name

Address

Antonia Viduy

E. A. Day

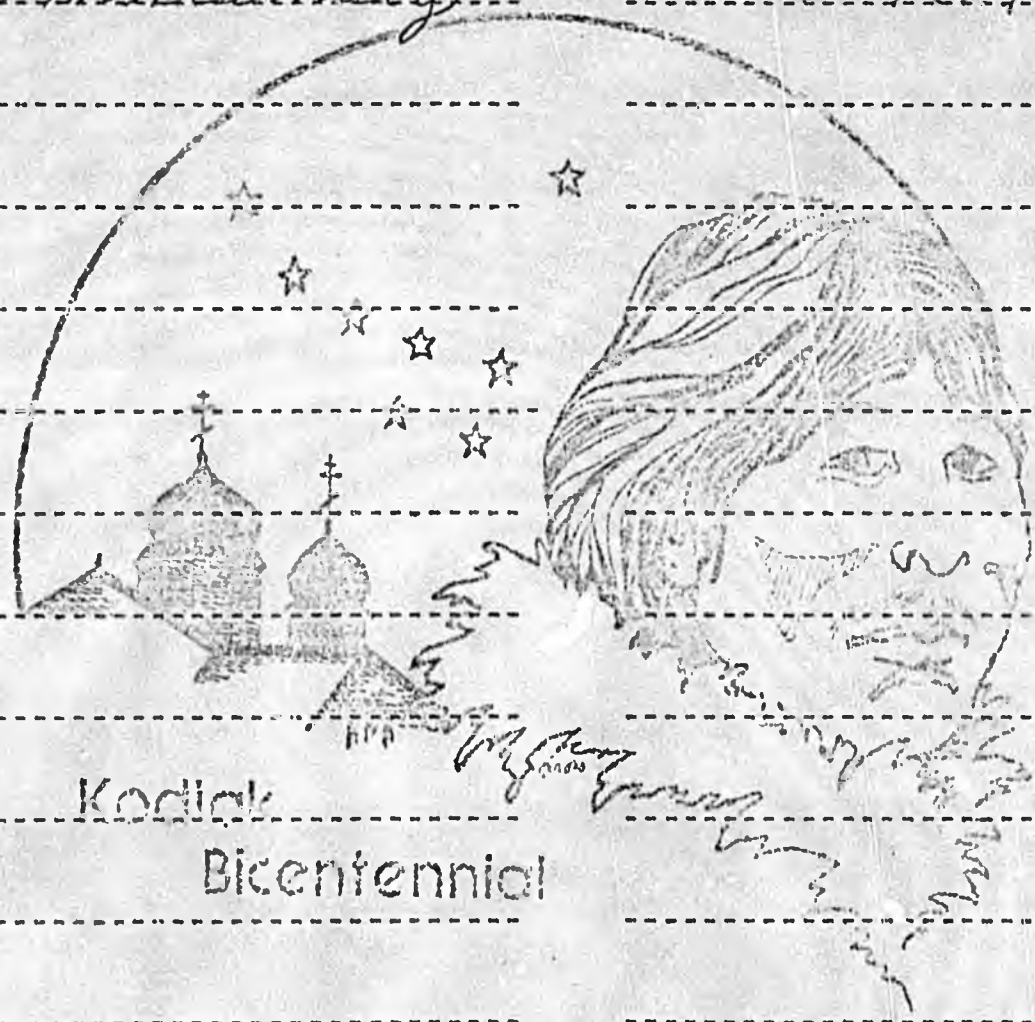
Box 316

Francis E. Coles

Box 1263

Christina Flathaug

Box 116194



Kodiak
Bicentennial

POSITION PAPER

HOUSE BILL NO. 616
(Identical to S.B. 323)

"An Act making a special appropriation to the Department of Health and Social Services for homemaker health aide services; and providing for an effective date."

The Department of Health and Social Services supports in concept the addition of home health aide services under the Division of Social Services. In the FY 81 budget the Governor has included an additional \$303.5 over the FY 80 funding level of \$1150.0 for homemaker services. The Department can support additional services up to that level of funding.

Home health aides provide personal care services such as bathing, assistance with transfer activities, assistance with ambulation, and assistance with passive exercises. These services alone would have an impact on reducing unnecessary institutionalization of disabled and chronically ill Alaskans. The impact would be more substantial if home health aide services were a component of a comprehensive home health care program ranging from skilled nursing to homemaker-home health aide services.

Currently the availability of home health services in Alaska is limited. The Division of Public Health has a limited amount of money available for skilled nursing home health services in Juneau and Fairbanks. Payment for home health care is also available under Medicare (Title XVIII) and Medicaid (Title XIX). The home health care available under these federal programs include home health aide services and are limited to medicaid and medicare eligible individuals. The eligibility requirements of these programs are restrictive and, as a result, many people in need of home health care are not able to receive needed services. They may be ineligible due to age, income or a disability which does not fall within the federal requirements.

If the Department developed either a homemaker-home health aide service or a comprehensive home health care program, this program would include the present homemakers who, after additional training, would be capable of providing health aide services under supervision of medical/nursing professionals. In order to implement a new program, much developmental work would need to be accomplished during Fiscal Year 1981. The contractor would need to set up a safe home health delivery service which includes, on a continuing basis, training and professional supervision. The addition of a home health component would result in a higher unit cost during the development phase and increase ongoing administrative costs.

Clarification is needed regarding interim committee intent with respect to eligibility for home health services. Currently, homemaker service is provided to all Alaskans based on need and service availability, regardless of age or income, under the Division of Social Services' child protection and adult protection programs.

Clarification is also needed regarding any interim committee intent with respect to contract limitations, i.e., whether or not regional contracts are mandatory. This information will assist the Department in preparing a request for proposals and in determining the allowable administrative costs for contractors. The Department recommends that this not be a requirement for FY 81.

Although the Bill authorizes a \$2500.0 appropriation, the Department's understanding is that the interim committee intent is for an additional \$1046.5 over the Governor's FY 81 budget request for homemaker services. The Governor's FY 81 budget request contains \$1453.5 for homemaker service in the Division of Social Services.

The Department would like clarification regarding interim committee intent with respect to the use of additional funds. It is anticipated that the unit cost of homemaker services will increase in FY 81.

The Department views the addition of home health care services as a means of further assisting Alaskan citizens to receive the services they need in the least restrictive setting possible, as well as reducing the cost of unnecessary institutionalization.

RECOMMENDED BY: Art Holmberg DATE: 1/28/80
Art Holmberg, Director
Division of Social Services

APPROVED BY: Helen D. Beirne DATE: 1/29/80
Helen D. Beirne, Commissioner
Department of Health and Social Services

THE LEGISLATURE OF THE STATE OF ALASKA
ELEVENTH LEGISLATURE

FISCAL NOTE

I. REQUEST

Bill/Resolution No. House Bill No. 616
 Title special appropriation to DHSS for homemaker home health aide services
 Requested by _____ Date January 28, 1980

II. FISCAL DETAIL

Agency Affected Department of Health and Social Services
 Program Category Affected Social Services
 BRU, Program, or Subprogram(s) Affected Social Services
 (Note: If more than one budget component is affected, separate line-item amounts and funding for each component in the analysis section.)
EXPENDITURES (Thousands of Dollars)

	FY 79	FY 80	FY 81	FY 82	FY 83	FY 84
100 PERSONAL SERVICES	0	0	58.5	64.9	70.7	77.1
200 TRAVEL	0	0	6.6	7.3	8.1	9.0
300 CONTRACTUAL	0	0	3.4	3.7	4.0	4.4
400 COMMODITIES	0	0	.8	.9	1.0	1.1
500 EQUIPMENT	0	0	2.5	0	0	0
600 LAND & STRUCTURES	0	0	0	0	0	0
700 GRANTS, CLAIMS, ETC.	0	0	0	0	0	0
TOTAL	0	0	71.8	76.8	83.8	91.6

FUNDING (Thousands of Dollars)

GENERAL FUND	0	0	71.8	76.8	83.8	91.6
FEDERAL FUNDS	0	0	0	0	0	0
OTHER (Specify Fund Source)	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0

POSITIONS

FULL TIME	0	0	2	2	2	2
PART TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

III. ANALYSIS (See Fiscal Note Preparation Instructions, Section III)

A. Assumption

- Both positions budgeted for 12 months.
- A 9% inflation rate for line items 100, 300 and 400.
A 10.8% inflation rate for line item 200.

IV. DATE January 28, 1980 PREPARED BY Art Holmberg Art Holmberg
 AGENCY Division of Social Services
 PHONE 465-3170

Original: Legislative Finance
 cc: Budget and Management
 Prime Sponsor (First Legislator Named)

*reviewed by Michael Ouelton
 Division of Mgt & Budget
 DHSS 1/29/80*

House Bill No. 616 FISCAL NOTE Continuation

TITLE: "An Act making a special appropriation to the Department of Health and Social Services and Social Services for homemaker health aide services; and providing for an effective date."

III. ANALYSIS (Continuation)

Coordinator for the homemaker-home health aide service would be responsible for:

- the development and maintenance of program policy
- coordination of homemaker-home health aide service with other services and programs
- establishing and maintaining standard of service
- technical assistance
- preparation of program requirements, contract preparation, contract monitoring and program evaluation
- collection analysis and interpretation of statistical data.

At the present time the responsibility for the management of the homemaker contract is being shared by several staff. The addition of a home health aide component would result in the need for a single central office position to establish standards of service, work with the contractor to develop a uniform referral system, record keeping system and establish monitoring guidelines.

Clerk Typist III

The additional work resulting from the new program component would double the present authorization level thus resulting in twice the paper flow, therefore, a clerk typist is needed.

Program Summary

1. New Positions

Range 18 - 6 mos @ \$2,465 =	\$14,790
6 mos @ \$2,640 =	\$15,840
	<u>\$30,630</u>
fringe benefits @ 25.5% =	\$ 7,810
	<u>\$38,440</u>
Clerk Typist III - Range 8	
6 mos @ \$1,277 =	\$ 7,662
6 mos @ \$1,393 =	\$ 8,358
	<u>\$16,020</u>
fringe benefits @ 25.5% =	\$ 4,085
	<u>\$20,105</u>
	TOTAL
	\$58,545

2. Other Expenses

Travel - for fiscal and program monitoring

2 Trips to Bethel	468 x 2 =	\$936
Anchorage	255 x 2 =	\$510
Fairbanks	301 x 2 =	\$602
Nome	443 x 2 =	\$886
Ketchikan	140 x 2 =	\$252
		<u>\$3214</u>

Plus \$2,216 for travel to villages for spot reviews

\$2216

\$5430

Per Diem 3 days per trip for 2 trips to 5 regions plus 1 day to six villages

\$6,630

House Bill No. 616 FISCAL NOTE Continuation

TITLE: "An Act making a special appropriation to the Department of Health and Social Services and Social Services for homemaker health aide services; and providing for an effective date."

III. ANALYSIS (Continuation)

Space Leased 200 Sq. Ft. @ \$1.42 for 2
positions. 282 x 122 = \$3,384

Commodities 400 per yr. per position + 9% inflation.

FY 81 Only

Equipment - 2 desks
2 chairs
1 typewriter
1 bookcase