

# Bulletin

September 15, 2006

Minnesota Department of Human Services □ P.O. Box 64941 □ St. Paul, MN 55164-0941

## OF INTEREST TO

- County Directors
- Social Services Supervisors and Staff
- Human Services Boards

## ACTION/DUE DATE

Please read.  
Information only.

## EXPIRATION DATE

The policies in this bulletin are discontinued as of September 15, 2008.

## DHS Issues Title XX Intended Use Report

### TOPIC

An Annual Report is required for the Federal Title XX – Social Services Block Grant on the activities carried out with these funds (pre-expenditures) in 2007.

### PURPOSE

Provide notice of the availability of this report.

### CONTACT

For a copy of this report contact:  
Paul Ramcharit at (651) 431-3877

Address questions concerning the information in this report to:  
Paul Ramcharit at (651) 431-3877 or [paul.ramcharit@state.mn.us](mailto:paul.ramcharit@state.mn.us)

### SIGNED

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CHARLES E. JOHNSON  
Assistant Commissioner  
Children and Family Services

**Special Needs**

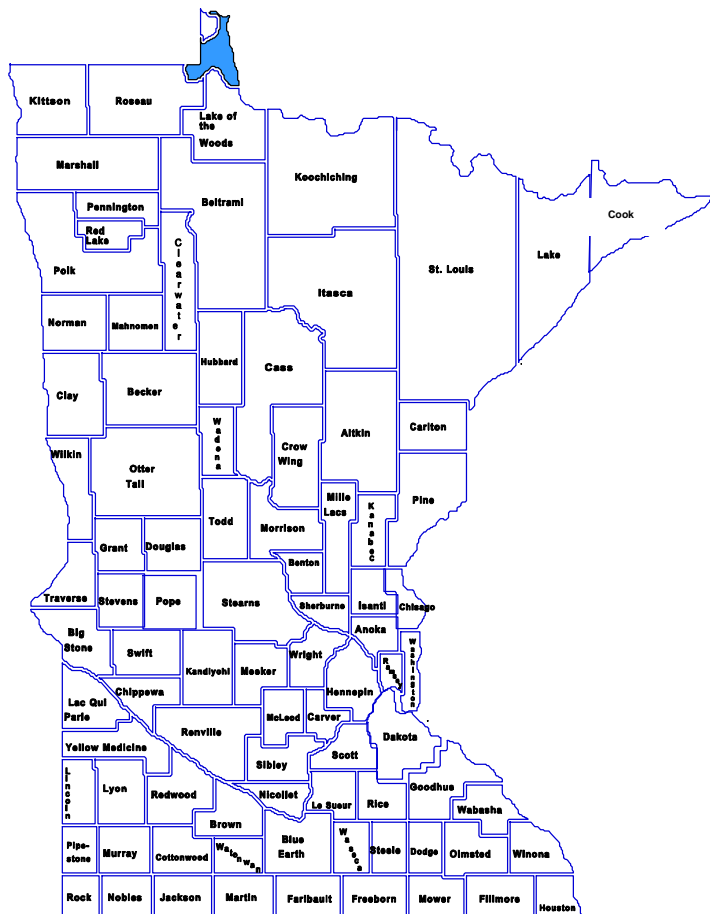
This information is available in other forms to people with disabilities by contacting us at 651-431-4671 (voice) or through the Minnesota Relay Service at 1-800-627-3529 (TDD/TTY), 7-1-1 or 1-877-627-3848 (speech to speech relay service).

# TITLE XX

## INTENDED USE REPORT

### BLOCK GRANT FOR SOCIAL SERVICES

October 1, 2006 - September 30, 2007



Minnesota Department of Human Services  
Child Safety and Permanency Division

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## **BLOCK GRANT FOR SOCIAL SERVICES - TITLE XX**

Title XX of the Social Security Act -- Block Grants to States for Social Services requires that each state report on the intended use of payments that it is to receive annually under the Act. This publication is Minnesota's Title XX Intended Use Report (Pre-expenditure Report) and includes information about the activities to be funded and the characteristics of the individuals who will be served for the twelve months of federal fiscal year 2007 (October 1, 2006 through September 30, 2007). The Title XX Block Grant for Social Services regulations allow the states various options in the services to be provided and the people to be served. The increased flexibility intended by Congress in enacting the Block Grant for Social Services has been passed on to the local county social services agencies by the Minnesota Department of Human Services.

This Intended Use Report will use the federal uniform definition of services published by the Secretary of Health and Human Services. Minnesota's classification scheme for planning, budgeting, reporting and accounting for social services has more than 160 services within six program areas. Each service has been assigned to one of the applicable federal uniform service definitions. The breakout of recipients of services and expenditures by six program areas will not be used. The number of recipients and expenditures will instead be reported using the federal report format. Included with this report are the 28 federal services definitions and the "other" category of services definitions, not otherwise included in the federal definitions, but eligible for provision under the Block Grant for Social Services in Minnesota.

The president and Congress reached a budget agreement in April of 1996 that reduced the Block Grant for Social Services (Title XX) to states 15 percent in federal fiscal year 1996. This was tempered in federal fiscal year 1997 when Congress and the president agreed to increase the Title XX base amount 5 percent for that year. As a result, the total appropriation increased from \$2.38 billion to \$2.5 billion and an increase for Minnesota of \$2.09 million. Congress reduced the 1998 Title XX appropriation of \$2.38 billion by 3.4 percent. This resulted in an 8 percent decrease from the amount received in 1997. The Title XX amount for 1998 was \$2.299 billion, or a reduction of \$81 million from that called for in the welfare reform legislation. In 1999 the Title XX allocation was reduced to \$1.9 billion and in 2001 to \$1.725 billion. This resulted in \$900,000 less for Minnesota than in previous years. The allocation was reduced to \$1.7 billion for 2002 through 2006. The allocation for 2007 is \$1.2 billion.

The following is an abbreviated look at the Title XX appropriation for all states for the last several years.

<b><u>FEDERAL FISCAL YEAR</u></b>	<b><u>APPROPRIATION/IN BILLIONS</u></b>
1997 (Title XX Act amended, provides base next five years)	\$2.38
1997 (Appropriation increased for only this year)	\$2.5
1998	\$2.299
1999	\$1.9
2000	\$1.775
2001	\$1.725
2002,2003, 2004, 2005 and 2006	\$1.7
2007	\$1.2

Should Congress elect not to fund Title XX at the level stated in this report, or if other contingencies arise, the allocations to each county will be adjusted. Any adjustment will be presumed by the department to proportionally affect the activities and individuals in each local county report.

The Pre-expenditure Report of Block Grant for Social Services (BGSS) funds is a statewide compilation of services, and does not mean that all services are available in every county. This report form includes a transfer of \$4,790,000 of Temporary Assistance to Needy Families (TANF) into Title XX (BGSS) under item 30.

Questions on available services and eligibility should be addressed to the local county agency. The last section in this report provides the address and telephone number of each county agency.

The 2003 Minnesota Legislature enacted the Children and Community Services Act, Minnesota Statutes, sections 256M.01 to 256M.80. The Children and Community Services Act consolidated 15 separate children and community services grants, including Title XX, into a single grant. This gave counties more flexibility to ensure better outcomes for children, adolescents and adults in need of services. The Act also simplified the planning and administrative requirements from those contained in Minnesota Statutes, Chapter 256E. Title XX is used to provide social services within the context of the consolidated state/federal grant. County social service agencies have used local funding to supplement the consolidated grant to meet client needs.

## **MAJOR PROVISIONS OF THE TITLE XX BLOCK GRANT FOR SOCIAL SERVICES**

1. No state or local match is required for Title XX.
2. Title XX block grant funds cannot be used for the following purposes:
  - (1) For the purchase or improvement of land, or the purchase, construction or permanent improvement (other than minor remodeling) of any building or other facility;
  - (2) For the provision of cash payments for costs of subsistence or for the provision of room and board (other than costs of subsistence during rehabilitation, room and board provided for a short term as an integral but subordinate part of a social service, or temporary emergency shelter provided as a protective service);
  - (3) For payment of the wages of any individual as a social service (other than payment of the wages of welfare recipients employed in the provision of child day care services);
  - (4) For the provision of medical care (other than family planning services, rehabilitation services, or initial detoxification of an alcoholic or drug dependent individual) unless it is an integral, but subordinate part of a social service for which grants may be used under this title;
  - (5) For social services (except services to an alcoholic or drug dependent individual or rehabilitation services), provided in and by employees of any hospital, skilled nursing facility, intermediate care facility, or prison, to any individual living in such institution;
  - (6) For the provision of any educational service which the state makes generally available to its residents without cost, and without regard to their income;
  - (7) For any child day care services unless such services meet applicable standards of state and local law;
  - (8) For the provision of cash payments as a service (except as otherwise provided in this section);
  - (9) For payment of any item or service (other than an emergency item or service) furnished:
    - (A) By an individual or entity during the period when such individual or entity is excluded pursuant to section 1128 or section 1128A Medicare or any state health care program (i.e. Medicaid, Maternal and Child Health, or Block Grant for Social Services programs) from participation in the program under this title, or
    - (B) At the medical direction or on the prescription of a physician during the period when the physician is excluded pursuant to section 1128 or 1128A from participation in the program under this title, and when the person

furnishing such item or service knew or had reason to know of the exclusion (after a reasonable time period and after reasonable notice has been furnished to the person.)

3. There are no federal conditions for client eligibility in the Title XX block grant. Conditions for client eligibility under the Title XX block grant require only that each state provide information about the characteristics of the individuals to be served.
4. The social services to be provided must be directed at one or more of the following federal goals:
  - (1) Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency;
  - (2) Achieving or maintaining self-sufficiency, including reduction or prevention of dependency;
  - (3) Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interests, or preserving, rehabilitating or reuniting families;
  - (4) Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care, or other forms of less intensive care;
  - (5) Securing referral or admission for institutional care when other forms of care are not appropriate, or providing services to individuals in institutions.
5. The Title XX block grant requires that the state develop a report on the intended use of these funds and to make revisions throughout the year as necessary. This federal fiscal year's Intended Use Report was completed entirely by the state agency from information submitted by each county, by apportioning the Block Grant for Social Services funds (Title XX) among the various eligible services.

### **CHARACTERISTICS OF INDIVIDUALS TO BE SERVED**

The Title XX Block Grant for Social Services allows each state to define the individuals who will be eligible for services under its Title XX program. Minnesota is a state supervised/county administered system, and the authority to define the individuals who will be eligible for services has been delegated to each local social service agency.

The following are the most common categories of individuals to be served throughout the state: children, adolescents and other individuals in transition from childhood to adulthood; adults who experience dependency, abuse, neglect, poverty, disability, chronic health conditions, or other factors, including ethnicity and race, which may result in poor outcomes or disparities; as well as services for family members to support these individuals.

Questions concerning eligibility or specific client categories selected by each local social service agency are to be directed to that agency.



## FEES FOR SERVICE

A fee based on income may be charged. Fees will vary from one local social service agency to another, and questions concerning the fees for a specific geographic area should be addressed to that agency. The Web address for a listing of the county agencies, addresses and telephone numbers can be found in the Appendix.

## MEDIAN INCOME

The federal Department of Health and Human Services is required to publish in the *Federal Register* each state's median income for a family of four for the current federal fiscal year. The state agency developed a social service income eligibility and fee schedule based upon Minnesota's median income adjusted for family size. Each county has the option of using this schedule or developing its own. The following is an example of income eligibility criteria being used by counties electing to use the schedule developed by the department. It is estimated that less than 25 percent of Minnesota counties are using this schedule. This schedule is subject to modification should more current median income information become available. The most current median income for a family of four in Minnesota is \$78,829. Any questions concerning current income eligibility for a specific geographic area should be addressed to that agency.

Family Size	0-60%	60-115%
1	0 - \$24,595	\$24,596 - \$47,140
2	0 - 32,162	32,163 - 61,644
3	0 - 39,730	39,731 - 76,149
4	0 - 47,297	47,298 - 90,653
5	0 - 54,865	54,865 - 105,158
6	0 - 62,433	62,434 - 119,662
7	0 - 63,851	63,852 - 122,382
8	0 - 65,270	65,271 - 125,102
9	0 - 66,689	66,890 - 127,821
10	0 - 68,108	68,109 - 130,541

## MIGRANT CHILD CARE

The social service of migrant child care is available in selected areas of Minnesota as specified by the Department of Human Services in the Minnesota Migrant Child Care contract. Children whose parents, guardian or current caretakers have changed residence within the past 24 months, either between states or from county to county, within the state, in order to obtain employment in a temporary or seasonal agricultural activity, are eligible to receive this service.

## TITLE XX PUBLICATION REQUIREMENT

Title XX (Block Grant to States for Social Services) of the federal Social Security Act requires each state to develop and publish an annual Title XX Intended Use Report to allow for public comment. With the repeal of Minnesota Statute, Chapter 256E (Community Social Services Act)

and the enactment of the Children and Community Services Act under Minnesota Statutes, Chapter 256M, the department has revised its procedures to carry out this requirement.

The department will continue to publish this report annually and make it available for public comment, but it will only require local social service agencies in the even years to solicit public comment and provide public notice on the intended use of federal Title XX funds that the county receives. These changes do not affect the allocation, distribution, reporting or restrictions on the use of Title XX funds received by the county.

On September 26, 2005, a notice was published in the *State Register* informing the public of the opportunity to review and comment on the intended use of Title XX funds received by the state for the period of October 1, 2006 through September 30, 2007. Comments regarding the use of the funds will be reviewed and filed by the department.

Local social service agencies will again be required to give public notice and solicit input on the intended use of Title XX funds for the first year of the next biennium cycle (2008). The department recommends that this be done in conjunction with the public notice of the agency's Children and Community Services biennial plan as required in Minnesota Statutes, section 256M.30, subdivision 6.

Comments on the report should be sent to:

Carol Janson  
Child Safety and Permanency Division  
Department of Human Services  
Human Services Building  
444 Lafayette Road  
St. Paul, MN 55155-3832  
or  
[carol.janson@state.mn.us](mailto:carol.janson@state.mn.us)

Copies of the state Title XX report are available by writing to the above address.

This information is available in other forms to people with disabilities by contacting us at (651) 282-5329 (voice). TTY/TDD users can call the Minnesota Relay Service at 711 or (800) 627-3529. For the Speech-to-Speech Relay, call (877) 627-3848.

## **ELIGIBILITY CRITERIA**

With two exceptions, Block Grant for Social Service funds (Title XX) are allocated to the 87 counties in Minnesota. The two exceptions are funds retained by the Department of Human Services for the administration of the Title XX program and the Migrant Day Care contract. The Migrant Day Care contract provides child care in a number of counties under the administration of a single contractor with supervision by the department. A definition of eligibility for this service is provided under Eligibility Criteria.

The delivery of social services is the responsibility of the counties, either by directly providing or contracting with public or private providers. Eligibility and fees for most of the services in this report are at the discretion of the respective county board of commissioners. All counties use sliding fee schedules based on income. The services that have fees, and the clients that are charged fees, vary from county to county. Most counties have established maximum income eligibility limits, and some have also established limits on real and personal property. The Eligibility Criteria section indicates the persons and services exempt from fees and eligibility criteria. With some exceptions, counties may elect not to provide all the services in Minnesota's taxonomy of services.

The 28 federal uniform definitions of services are a combination, in most instances, of a number of department services. The fact that the department indicates expenditures in most of the federal defined service categories does not mean that all components in these uniform definitions are available in all counties, or to all persons wishing access to them. Information concerning eligibility for, and availability of services, should be obtained from the county agency in the area where services are to be provided. A listing of the county agencies, addresses and telephone numbers can be found in the Appendix.

### **Required Definition of Terms**

CHILD: A child is a person from birth through age seventeen (17)

ADULT: An adult is a person age eighteen (18) and over

### **Eligibility Criteria**

SERVICES MUST BE BASED UPON AN ASSESSMENT OF THE PERSON'S INDIVIDUAL NEED FOR A SERVICE. INDIVIDUALS HAVE THE RIGHT TO ACCEPT OR REJECT SERVICES.

The following are persons eligible for services and not charged a fee: recipients of Minnesota Family Investment Program (MFIP); recipients of Minnesota Supplemental Assistance and General Assistance; persons wishing to adopt a hard-to-place or special needs child; and children birth through age two years who have physical or developmental disabilities for core early intervention services under Part H, Public Law Number 102-119.

Migrant child care is available in selected areas of Minnesota as specified by the Department of Human Services in the Minnesota Migrant Child Care contract and has no fee. Children, whose parents, guardians or current caretakers have changed residences within the past 24 months, either between states or from county-to-county, within the state, in order to obtain employment in a temporary or seasonal agricultural activity, are eligible to receive this service.

# **UNIFORM DEFINITIONS OF SERVICES**

## **1. Adoption Services**

Adoption services are those services or activities provided to assist in bringing about the adoption of a child. Component services and activities may include, but are not limited to, counseling the biological parent(s), recruitment of adoptive homes, and pre- and post-placement training and/or counseling.

## **2. Case Management Services**

Case management services are services or activities for the arrangement, coordination and monitoring of services to meet the needs of individuals and families. Component services and activities may include individual service plan development; counseling; monitoring, developing, securing and coordinating services; monitoring and evaluating client progress; and assuring that client's rights are protected.

## **3. Congregate Meals**

Congregate meals are those services or activities designed to prepare and serve one or more meals a day to individuals in central dining areas in order to prevent institutionalization, malnutrition and feelings of isolation. Component services or activities may include the cost of personnel, equipment and food; assessment of nutritional and dietary needs; nutritional education and counseling; socialization; and other services such as transportation and information and referral.

## **4. Counseling Services**

Counseling services are those services or activities that apply therapeutic processes to personal, family, situational, or occupational problems in order to bring about a positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas may include family and marital relationships, parent-child problems, or drug abuse.

## **5. Day Care Services - Adults**

Day care services for adults are those services or activities provided to adults who require care and supervision in a protective setting for a portion of a 24-hour day. Component services or activities may include opportunity for social interaction, companionship and self-education; health support or assistance in obtaining health services; counseling, recreation and general leisure time activities; meals, personal care services; plan development; and transportation.

6. **Day Care Services - Children**

Day care services for children (including infants, pre-schoolers and school age children) are services or activities provided in a setting that meets applicable standards of state and local law, in a center or in a home, for a portion of a 24-hour day. Component services or activities may include a comprehensive and coordinated set of appropriate developmental activities for children, recreation, meals and snacks, transportation, health support services, social service counseling for parents, plan development, and licensing and monitoring of child care homes and facilities.

7. **Education and Training Services**

Education and training services are those services provided to improve knowledge or daily living skills and to enhance cultural opportunities. Services may include instruction or training in, but are not limited to, such issues as consumer education, health education, community protection and safety education, literacy education, English as a second language and General Educational Development (GED) diploma. Component services or activities may include screening, assessment and testing; individual or group instruction; tutoring; provision of books, supplies and instructional material; counseling; transportation; and referral to community resources.

8. **Employment Services**

Employment services are those services or activities provided to assist individuals in securing employment or acquiring or learning skills that promote opportunities for employment. Component services or activities may include employment screening, assessment, or testing; structured job skills and job seeking skills; specialized therapy (occupational, speech, physical); special training and tutoring, including literacy training and pre-vocational training; provision of books, supplies and instructional material; counseling, transportation; and referral to community resources.

9. **Family Planning Services**

Family planning services are those educational, comprehensive medical or social services or activities which enable individuals, including minors, to determine freely the number and spacing of their children, and to select the means by which this may be achieved. These services and activities include a broad range of acceptable and effective methods and services to limit or enhance fertility, including contraceptive methods (including natural family planning and abstinence), and the management of infertility (including referral to adoption).

Specific component services and activities may include pre-conceptional counseling, education and general reproductive health care, including diagnosis and treatment of infections which threaten reproductive capability. Family planning services do not include pregnancy care (including obstetric or prenatal care).

10. **Foster Care Services for Adults**

Foster care services for adults are those services or activities that assess the need and arrange for the substitute care and alternate living situation of adults in a setting suitable to the individual's needs. Individuals may need such services because of social, physical, mental disabilities, or as a consequence of abuse or neglect. Care may be provided in a community-based setting, or arrangements made for institutionalization when necessary. Component services or activities include assessment of the individual's needs; case planning and case management to assure that the individual receives proper care in the placement; counseling to help with personal problems and adjusting to new situations; assistance in obtaining other necessary supportive services; determining, through periodic reviews, the continued appropriateness of, and need for placement; and recruitment and licensing of foster care homes and facilities.

**11. Foster Care Services for Children**

Foster care services for children are those services or activities associated with the provision of an alternative family life experience for abused, neglected or dependent children, between birth and the age of majority, on the basis of a court commitment or voluntary placement agreement signed by the parent or guardian. Services may be provided to children in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, pre-adoptive homes or supervised independent living situation. Component services or activities may include assessment of the child's needs; care planning and care management to assure that the child received proper care in the placement; medical care as an integral but subordinate part of the service; counseling of the child, the parents, and the foster parents; referral and assistance in obtaining other necessary supportive services; periodical review to determine the continued appropriateness and need for placement; and recruitment and licensing of foster homes and child care institutions.

**12. Health Related and Home Health Services**

Health related and home health services are those in-home or out-of-home services or activities designed to assist individuals and families to attain and maintain a favorable condition of health. Component services and activities may include providing an analysis or assessment of an individual's health problems and the development of a treatment plan; assisting individuals to identify and understand their health needs; assisting individuals to locate, provide or secure, and utilize appropriate medical treatment, preventive medical care, and health maintenance services, including in-home health services and emergency medical services; and providing follow-up services as needed.

**13. Home Based Services**

Home based services are those in-home services or activities provided to individuals or families to assist with household or personal care activities that improve or maintain adequate family well-being. These services may be provided for reasons of illness, incapacity, frailty, absence of a caretaker relative, or to prevent abuse and neglect of a child or adult. Major service components include homemaker services, chore services, home maintenance services, and household management services. Component services or

activities may include protective supervision of adults and/or children to help prevent abuse, temporary non-medical personal care, house-cleaning, essential shopping, simple household repairs, yard maintenance, teaching of homemaking skills, training in self-help and self-care skills, assistance with meal planning and preparation, sanitation, budgeting, and general household management.

**14. Home Delivered Meals**

Home-delivered meals are those services or activities designed to prepare and deliver one or more meals a day to an individual's residence in order to prevent institutionalization, malnutrition, and feelings of isolation. Component services or activities may include the cost of personnel, equipment, and food; assessment of nutritional and dietary needs; nutritional education and counseling; socialization services; and information and referral.

**15. Housing Services**

Housing services are those services or activities designed to assist individuals or families in locating, obtaining, or retaining suitable housing. Component services or activities may include tenant counseling; helping individuals and families to identify and correct substandard housing conditions on behalf of individuals and families who are unable to protect their own interests; and assisting individuals and families to understand leases, secure utilities, make moving arrangements and minor renovations.

**16. Independent and Transitional Living Services**

Independent and transitional living services are those services and activities designed to help older youth in foster care, or homeless youth make the transition to independent living, or to help adults make the transition from an institution, or from homelessness, to independent living. Component services or activities may include educational and employment assistance, training in daily living skills and housing assistance. Specific component services and activities may include supervised practice living and post-foster care services.

**17. Information and Referral Services**

Information and referral services are those services or activities designed to provide information about services provided by public and private service providers and a brief assessment of client needs (but not diagnosis and evaluation) to facilitate appropriate referral to these community resources.

**18. Legal Services**

Legal services are those services or activities provided by a lawyer or other person(s) under the supervision of a lawyer to assist individuals in seeking or obtaining legal help in civil matters such as housing, divorce, child support, guardianship, paternity and legal separation. Component services or activities may include receiving and preparing cases for trial, provision of legal advice, representation at hearings and counseling.

**19. Pregnancy and Parenting Services for Young Parents**

Pregnancy and parenting services are those services or activities for married or unmarried adolescent parents and their families designed to assist young parents in coping with the social, emotional and economic problems related to pregnancy and in planning for the future. Component services or activities may include securing necessary health care and living arrangements; obtaining legal services; and providing counseling, child care education, and training in the development of parenting skills.

**20. Prevention and Intervention Services**

Prevention and intervention services are those services or activities designed to provide early identification and/or timely intervention to support families and prevent or ameliorate the consequences of abuse, neglect, or family violence, or to assist in making arrangements for alternate placements or living arrangements where necessary. Such services may also be provided to prevent the removal of a child or adult from the home. Component services and activities may include investigation; assessment and/or evaluation of the extent of the problem; counseling, including mental health counseling or therapy as needed; developmental and parenting skills training; respite care; and other services including supervision, case management and transportation.

**21. Protective Services for Adults**

Protective services for adults are those services or activities designed to prevent or remedy abuse, neglect or exploitation of adults who are unable to protect their own interests. Examples of situations that may require protective services are injury due to maltreatment or family violence; lack of adequate food, clothing or shelter; lack of essential medical treatment or rehabilitation services; and lack of necessary financial or other resources. Component services or activities may include investigation; immediate intervention; emergency medical services; emergency shelter; developing case plans; initiation of legal action (if needed); counseling for the individual and the family; assessment/evaluation of family circumstances; arranging alternative or improved living arrangements; preparing for foster placement, if needed; and case management and referral to service providers.

**22. Protective Services for Children**

Protective services for children are those services or activities designed to prevent or remedy abuse, neglect, or exploitation of children who may be harmed through physical or mental injury, sexual abuse or exploitation, and negligent treatment or maltreatment, including failure to be provided with adequate food, clothing, shelter, or medical care. Component services or activities may include immediate investigation and intervention; emergency medical services; emergency shelter; developing case plans; initiation of legal action (if needed); counseling for the child and the family; assessment/evaluation of family circumstances; arranging alternative living arrangement; preparing for foster placement, if needed; and case management and referral to service providers.



23. **Recreational Services**

Recreational services are those services or activities designed to provide, or assist individuals to take advantage of, individual or group activities directed towards promoting physical, cultural and/or social development.

24. **Residential Treatment Services**

Residential treatment services provide short-term residential care and comprehensive treatment and services for children or adults whose problems are so severe, or are such that they cannot be cared for at home, or in foster care, and need the specialized services provided by specialized facilities. Component services and activities may include diagnosis and psychological evaluation; alcohol and drug detoxification services; individual, family, and group therapy and counseling; remedial education and GED preparation; vocational or pre-vocational training; training in activities of daily living; supervised recreational and social activities; case management; transportation; and referral to and utilization of other services.

25. **Special Services for Persons With Developmental or Physical Disabilities, or Persons With Visual or Auditory Impairments**

Special services for persons with developmental or physical disabilities, or persons with visual or auditory impairments, are services or activities to maximize the potential of persons with disabilities, help alleviate the effects of physical, mental or emotional disabilities, and to enable these persons to live in the least restrictive environment possible. Component services or activities may include personal and family counseling; respite care; family support; recreation; transportation; aid to assist with independent functioning in the community; and training in mobility, communication skills, the use of special aids and appliances and self-sufficiency skills. Residential and medical services may be included only as an integral, but subordinate, part of the services.

26. **Special Services for Youth Involved in or at Risk of Involvement With Criminal Activity**

Special services for youth involved in or at risk of involvement with criminal activity are those services or activities for youth who are, or who may become, involved with the juvenile justice system and their families. Component services or activities are designed to enhance family functioning and/or modify the youth's behavior with the goal of developing socially appropriate behavior and may include counseling, intervention therapy, and residential and medical services if included as an integral but subordinate part of the service.

27. **Substance Abuse Services**

Substance abuse services are those services or activities that are primarily designed to deter, reduce, or eliminate substance abuse or chemical dependence. Except for initial detoxification services, medical and residential services may be included, but only as an integral but subordinate part of the service. Component substance abuse services or

activities may include a comprehensive range of personal and family counseling methods, methadone treatment for opiate abusers, or detoxification treatment for alcohol abusers. Services may be provided in alternative living arrangements such as institutional settings and community-based halfway houses.

28. **Transportation Services**

Transportation services are those services or activities that provide or arrange for the travel, including travel costs, of individuals in order to access services, or obtain medical care or employment. Component services or activities may include special travel arrangements such as special modes of transportation and personnel to accompany or assist individuals or families to utilize transportation.

29. **Other Services**

"Other services" are services that do not fall within the definitions of the preceding 28 services. These are listed in the section Services and Definitions of "Other Services."

# REPORT FORM

Contact Person: Carol Janson		<b>PRE-EXPENDITURE REPORT OF SOCIAL SERVICES BLOCK GRANT FUNDS</b>								STATE: Minnesota	
Title: State Plan Coordinator		<b>FOR FISCAL YEAR 2007</b>								Report Covers Period of:	
Date: August 17, 2005										Oct/2006	Sep/2007
										Mo./Yr.	Mo./Yr.
		Number of Recipients					Expenditures			Provision Method	
	<b>Service</b>	<b>Total Clients</b>	<b>Children</b>		<b>Adults</b>		<b>Total \$</b>	<b>SSBG Alloc.</b>	<b>All Other Funds</b>	<b>Public</b>	<b>Private</b>
01	Adoptions	1,845	1,552	E	293	E	4,396,684	366,822	4,029,862	X	X
02	Case Management	141,718	62,303	E	79,415	E	159,822,724	5,874,005	153,948,719	X	X
03	Congregate Meals	NA <sup>a</sup>					278,486	25,242	253,244	X	X
04	Counseling Services	10,583	8,633	E	1,950	E	20,780,114	1,005,874	19,774,240	X	X
05	Day Care-Adult	173		E	173	E	1,836,986	17,157	1,819,829	X	X
06	Day Care-Children	19,732	1,891	E	17,841	E	90,428,763	600,675	89,828,088	X	X
07	Education and Training Services	5,007	2,840	E	2,167	E	19,107,254	1,272,008	17,835,246	X	X
08	Employment Services	885		E	885	E	3,813,308	203,044	3,610,264	X	X
09	Family Planning Services										
10	Foster Care Services-Adults										
11	Foster Care Services-Children										
12	Health Related Services										
13	Home Based Services	2,693	70	E	2,623	E	5,117,263	290,943	4,826,320	X	X
14	Home Delivered Meals	NA*					1,568,736	164,487	1,404,249	X	X
15	Housing Services	623	1	E	622	E	2,794,340	128,789	2,665,551	X	X
16	Independent/Transitional Living Services	NA*					1,854,540	105,429	1,749,111	X	X
17	Information & Referral	NA*					21,234,468	2,287,040	18,947,428	X	X
18	Legal Services	918	12	E	906	E	6,820,938	504,817	6,316,121	X	X
19	Pregnancy & Parenting										
20	Prevention & Intervention	48,944	35,533	E	13,411	E	44,122,685	2,188,507	41,934,178	X	X
21	Protective Services-Adults	5,841	49	E	5,792	E	6,636,339	449,485	6,186,854	X	X
22	Protective Services-Children	34,406	28,600	E	5,806	E	27,192,490	1,946,635	25,245,855	X	X
23	Recreation Services	3,220	2,529	E	691	E	9,808,679	493,367	9,315,312	X	X
24	Residential Treatment	17,001	4,134	E	12,867	E	100,430,144	6,520,766	93,909,378	X	X
25	Special Services-Disabled	2,638	701	E	1,937	E	13,140,946	475,434	12,665,512	X	X
26	Special Services-Youth at Risk										
27	Substance Abuse Services	26,957	1,860	E	25,097	E	9,778,585	480,012	9,298,573	X	X
28	Transportation	NA*					10,664,564	820,426	9,844,138	X	X
29	Other Services	25,925	5,735	E	20,190	E	102,164,958	6,509,181	95,655,777	X	X
30	<b>TOTAL EXPENDITURES FOR SERVICES</b>						663,793,994	32,730,145	631,063,849		
31	Administrative Costs						1,470,534	1,470,534			
32	<b>TOTAL EXPENDITURES FOR SERVICES AND ADMINISTRATIVE COSTS</b>						665,264,528	34,200,679	631,063,849		
	Other:										
	Transfer In \$4,790,000 TANF										
	Transfer Out \$0										
	*Services provided on a group basis and individual client counts are not recorded										

## **SERVICES AND DEFINITIONS OF “OTHER SERVICES”**

### **115x Interpreter Services**

Provision of language interpreting services by a qualified language interpreter to ensure communication with non-English speaking persons, or the provision of oral or tactile interpreting services by a qualified sign language interpreter to ensure communication with persons who are deaf, hard of hearing, or deaf-blind.

### **198x Licensing and Resource Development**

Licensing of foster homes and various recruitment and development activities directed to ensure that needed services and resources are available, including studies of potential adoptive homes, and training foster and adoptive parents and substitute care providers.

### **298x Licensing and Resource Development**

Licensing of family day care homes, or the in-home certification of day care providers and various recruitment and development activities directed toward ensuring that needed services and resources are available.

### **336x Supportive Services**

Education provided to family members of a chemically dependent client receiving treatment, which is an adjunct service to family members of an active client and is not provided as part of the treatment vendor services.

### **403x Client Outreach (CPS)**

Services designed to locate adults within the community who have, or may have, serious and persistent mental illness, inform them of available community support services, and assure that they have access to those services. These services must be provided as part of the county's community support program as described in the county mental health plan and approved by DHS.

### **404x Client Outreach (FCSS)**

Services designed to locate children within the community who have, or may have, severe emotional disturbance, inform them or their families of available community support services, and assure that they have access to those services.

### **409x Pre-Petition Screening/Hearing**

Investigation prior to a commitment hearing which includes a personal interview with the proposed patient or others knowledgeable about the condition of the proposed patient; identification and investigation of the alleged conduct which is the basis for the application; preparation of a report to the county attorney listing reasons for rejecting or

recommending alternatives to involuntary placement; and attendance and participation at hearings or commitment proceedings. This service must meet standards specified in the Minnesota Commitment Act (Minnesota Statutes, section 253B.07, subdivision 1).

**430x Other Family Community Support Services (FCSS)**

Community-based services provided under the clinical supervision of a mental health professional to help children with emotional disturbance to function and remain in the community.

These services can include any of the following:

- 1) Medication monitoring;
- 2) Developing independent living skills;
- 3) Developing parenting skills;
- 4) Leisure and recreational activities;
- 5) Locating respite care and special needs day care;
- 6) Assistance in obtaining financial resources including applying for financial benefits; and
- 7) Crisis assistance/crisis plan development.

**434x Other Community Support Program Services (CSP)**

Community-based services provided under the clinical supervision of a mental health professional designed to help adults with serious mental illness to function and remain in the community.

Services included under this category are:

- 1) Development of a crisis assistance plan;
- 2) Employability;
- 3) Medication monitoring;
- 4) Psychosocial rehabilitation;
- 5) Assistance in independent living or social skills;
- 6) Housing support; and
- 7) Other CSP services not listed elsewhere.

**435x Therapeutic Support of Foster Care**

Mental health training and support services and clinical supervision provided by a mental health professional to foster families caring for children with severe emotional disturbance, to provide a therapeutic family environment and support for the child's improved functioning.

**452x Adult Outpatient Psychotherapy**

Psychotherapy services provided by or under the clinical supervision of a mental health professional to an adult with mental illness. This service is provided outside of an inpatient or residential setting and excludes psychotherapeutic services provided as part of a day treatment or community support program.

*Note: This code should be used for services provided by an OUTSIDE provider within an inpatient or residential treatment setting.*

**453x Child Outpatient Psychotherapy**

Psychotherapy services provided to a child with an emotional disturbance under the clinical supervision of a mental health professional. This service is provided outside of an inpatient or residential treatment setting and excludes psychotherapeutic services provided as part of day treatment or family community support services.

*Note: This code should be used for services provided by an OUTSIDE provider within an inpatient or residential treatment setting.*

**467x Child Day Treatment**

A structured program of group psychotherapy and other intensive therapeutic services that are provided at least one day a week for a minimum three-hour time block by a multi-disciplinary staff under the clinical supervision of a mental health professional. The purpose of these services is to stabilize the child's mental health status, and develop and improve the child's daily independent living and socialization skills. Child day treatment services must be coordinated and integrated with, or be part of, an education program offered by the child's school, but are not part of inpatient or residential treatment services.

**468x Adult Day Treatment**

A structured program of group psychotherapy or other intensive therapeutic services that are provided consistent with an individual treatment plan under the clinical supervision of a mental health professional. Day treatment services are not part of inpatient or residential treatment services, but may be part of a community support services program.

**469x Partial Hospitalization**

A time-limited structured program consisting of multiple and intensive therapeutic services provided as an alternative or adjunct to inpatient hospitalization. It is provided in an outpatient hospital or facility or community mental health center by a multi-disciplinary staff to a client experiencing an acute episode of mental illness that meets the criteria for an inpatient hospital admission, but has the necessary and appropriate family and community resources to support the client's residence in the community during the treatment. Providers must be Medicare certified.

**477x Subacute Psychiatric Care**

Intensive, short duration stay in a facility licensed under hospital rules for children and adolescents who are in crisis, at risk of psychiatric hospitalization, and in need of sustained intervention greater than Children's Mental Health crisis services. This service may also follow inpatient psychiatric hospitalization as a transition to community-based services. This service is distinct from the crisis assistance services component of FCSS (430); this service must follow the receipt of Children's Mental Health Crisis Services (432x), or inpatient hospitalization.

**509x Pre-Petition Screening/Hearing**

Investigation prior to a commitment hearing which includes a personal interview with the proposed patient or others knowledgeable about the condition of the proposed patient; identification and investigation of the alleged conduct which is the basis for the application; preparation of a report to the county attorney listing reasons for rejecting or recommending alternatives to involuntary placement; and attendance and participation at hearings or commitment proceedings. This service must meet standards specified in the Minnesota Commitment Act (Minnesota Statutes, section 253B.07, subdivision 1).

**566x Day Training and Habilitation (DAC)**

Services directed at the development and maintenance of life skills and community integration that includes supervision, training and assistance in the areas of vocational skill acquisition, work and supported employment (when funded through MA). Some areas of specific skill acquisition may include: self-care, communication, socialization, use of leisure time, behavior management, community survival skills and money management. Also included are therapeutic activities to increase an individual's adaptive living and work skills. These services are usually funded and licensed (Rule 38) under the Department of Human Services. Special Education and related services are not included in this code.

**595x Public Guardianship**

The exercise of legal consent for programs or activities that meet the social, medical, financial and residential needs of the ward in the least restrictive manner, while at the same time protecting the best interest of the ward. This includes annual and quarterly reviews of physical, mental, and social adjustment and progress of each ward.

**615x Interpreter Services**

Provision of language interpreting services by a qualified language interpreter to ensure communication with non-English speaking persons, or the provision of oral or tactile interpreting services by a qualified sign language interpreter to ensure communication with persons who are deaf, hard of hearing, or deaf-blind.

**634x    Semi-Independent Living Services (SILS)**

Services that include training, counseling, instruction, supervision and assistance to a client with a functional impairment in accordance with the client's individual service plan on a less than daily basis. Services include assistance with budgeting, meal preparation, shopping, personal appearance, and related social support services needed to maintain and improve the client's level of functioning.

**698x    Licensing and Resource Development**

Licensing of foster homes and various recruitment and development activities directed toward ensuring that needed services and resources are available.



## **APPENDIX**

**For a list of county addresses and phone numbers see Web site:**

<http://edocs.dhs.state.mn.us/live/DM-0005-ENG.pdf>