

**Lead Agency:** County Human Services

**Program Contact:** Dan Haynes

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:**

**Executive Summary**

Eligibility is the entryway to developmental disabilities services and introduces potential clients to county services. Intakes average 70 people per month with a total of approximately 845 per year. In addition, this team is required to re-evaluate approximately 345 clients per year to determine continuing eligibility for developmental disabilities services.

**Program Description**

Eligibility/Intake is the single point of access to services for persons with developmental disabilities. The Eligibility and Intake unit ensures that eligible clients gain access to services and redetermines eligibility of existing clients to ensure their continued appropriateness for ongoing services. Once eligible, Intake transfers the client into the appropriate Developmental Disabilities case management unit for immediate access to program services. Per state rule, eligibility must be redetermined for children at ages 7, 18 and for clients who have developmental disabilities other than mental retardation by age 22. The intake and eligibility unit facilitated intake services for over 20 different languages in FY 13. The division has the capability of providing bilingual intakes in Spanish, Vietnamese, Russian, Mandarin, Cantonese and Farsi. Additionally the Housing Specialist provides backup clinical support and emergency housing and rent assistance to vulnerable clients.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	# of intake eligibility referrals	759	775	795	775
Outcome	% of referrals made eligible for DD services.	75.0%	71.0%	76.0%	75.0%
Output	# of inservice determinations <sup>1</sup>	258	250	244	0

**Performance Measure - Description**

✔ **Measure Changed**

<sup>1</sup>This measure is being discontinued in favor of a better outcome - making children eligible is a primary focus of services.

**Legal/Contractual Obligation****Revenue/Expense Detail**

	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>	<b>Proposed General Fund</b>	<b>Proposed Other Funds</b>
<b>Program Expenses</b>	2013	2013	2014	2014
Personnel	\$307,648	\$309,790	\$333,752	\$519,150
Contracts	\$30,000	\$0	\$30,000	\$0
Materials & Supplies	\$3,900	\$4,250	\$3,290	\$4,571
Internal Services	\$38,505	\$41,952	\$38,914	\$54,014
<b>Total GF/non-GF:</b>	<b>\$380,053</b>	<b>\$355,992</b>	<b>\$405,956</b>	<b>\$577,735</b>
<b>Program Total:</b>	<b>\$736,045</b>		<b>\$983,691</b>	
Program FTE	3.35	3.65	3.35	4.65
<b>Program Revenues</b>				
Intergovernmental	\$0	\$355,992	\$0	\$483,902
Other / Miscellaneous	\$0	\$0	\$0	\$93,833
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$355,992</b>	<b>\$0</b>	<b>\$577,735</b>

**Explanation of Revenues**

\$392,285 - State Mental Health Grant Local Admin  
 \$91,617 - State Mental Health Grant Case Management  
 \$405,956 - County General Fund  
 \$93,833 - Beginning Working Capital

**Significant Program Changes**

**Last year this program was:** #25016, DD Eligibility and Intake Services  
 Moved 1.0 Program Specialist from 25015 to provide backup clinical support and emergency housing services within the Intake Unit.