

**3.A. STRATEGY REQUEST**  
 79th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 10/7/2004  
 TIME: 10:25:35AM

Agency code: **539**      Agency name: **AGING AND DISABILITY SERVICES**

GOAL:            2    Licensing, Certification, and Outreach  
 OBJECTIVE:    1    Long Term Care Facility Regulation and Support  
 STRATEGY:    2    Long-Term Care Credentialing

Statewide Goal/Benchmark:    3    0  
 Service Categories:  
 Service: 16    Income: A.2    Age: B.3

CODE	DESCRIPTION	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
<b>Output Measures:</b>						
1	Number of Licenses Issued Per Year: Nursing Facility Administrators	1,164.00	974.00	1,220.00	980.00	1,220.00
2	Number of Credentials Issued Per Year: Nurse/Medication Aides	98,146.00	91,110.00	96,500.00	96,500.00	96,500.00
3	Number of Complaints Resolved/Year: Nursing Facility Administrators	97.00	69.00	75.00	75.00	75.00
4	Number of Complaints Resolved/Year: Nurse/Medication Aides/Direct Care	301.00	212.00	250.00	250.00	250.00
<b>Efficiency Measures:</b>						
1	Average Cost Per License Issued: Nursing Facility Administrators	136.68	112.48	89.80	111.79	89.80
2	Average Cost Per Credential Issued: Nurse/Medication Aides	80.18	80.59	80.33	80.33	80.33
3	Average Cost Per Complaint Resolved: Nursing Facility Administrators	3,309.98	3,737.66	3,361.09	3,361.09	3,361.09
4	Average Cost Per Complaint Resolved: Nurse/Medication Aides	1,860.00	2,759.00	2,340.00	2,340.00	2,340.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$724,740	\$722,396	\$756,525	\$756,525	\$756,525
1002	OTHER PERSONNEL COSTS	\$39,837	\$30,867	\$30,867	\$30,867	\$30,867
2001	PROFESSIONAL FEES AND SERVICES	\$59,308	\$16,003	\$16,040	\$16,040	\$16,040
2003	CONSUMABLE SUPPLIES	\$16,138	\$16,408	\$19,494	\$19,494	\$19,494
2004	UTILITIES	\$19,610	\$8,487	\$7,269	\$7,269	\$7,269
2005	TRAVEL	\$4,109	\$4,026	\$4,917	\$4,917	\$4,917
2006	RENT - BUILDING	\$933	\$781	\$928	\$928	\$928
2007	RENT - MACHINE AND OTHER	\$742	\$583	\$740	\$740	\$740

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GOAL: 2 Licensing, Certification, and Outreach  
 OBJECTIVE: 1 Long Term Care Facility Regulation and Support  
 STRATEGY: 2 Long-Term Care Credentialing

Statewide Goal/Benchmark: 3 0  
 Service Categories:  
 Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
2009	OTHER OPERATING EXPENSE	\$142,705	\$131,723	\$150,042	\$148,940	\$148,940
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$1,008,122</b>	<b>\$931,274</b>	<b>\$986,822</b>	<b>\$985,720</b>	<b>\$985,720</b>
<b>Method of Financing:</b>						
1	GENERAL REVENUE FUND	\$387,661	\$359,356	\$354,715	\$353,613	\$353,613
758	GR MATCH FOR MEDICAID	\$96,769	\$131,280	\$123,794	\$123,794	\$123,794
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$484,430</b>	<b>\$490,636</b>	<b>\$478,509</b>	<b>\$477,407</b>	<b>\$477,407</b>
<b>Method of Financing:</b>						
555	FEDERAL FUNDS					
93.777.000	State Survey and Certific	\$187,431	\$149,781	\$196,752	\$196,752	\$196,752
93.777.001	SURVEY & CERT @ 50%	\$12,662	\$15,445	\$17,886	\$17,886	\$17,886
93.777.002	SURVEY & CERT @ 75%	\$73,583	\$64,021	\$78,841	\$78,841	\$78,841
93.778.003	XIX 50%	\$101,621	\$81,249	\$84,692	\$84,692	\$84,692
CFDA Subtotal, Fund	555	\$375,297	\$310,496	\$378,171	\$378,171	\$378,171
<b>SUBTOTAL, MOF (FEDERAL FUNDS)</b>		<b>\$375,297</b>	<b>\$310,496</b>	<b>\$378,171</b>	<b>\$378,171</b>	<b>\$378,171</b>
<b>Method of Financing:</b>						
666	APPROPRIATED RECEIPTS	\$148,395	\$130,142	\$130,142	\$130,142	\$130,142
<b>SUBTOTAL, MOF (OTHER FUNDS)</b>		<b>\$148,395</b>	<b>\$130,142</b>	<b>\$130,142</b>	<b>\$130,142</b>	<b>\$130,142</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$985,720</b>	<b>\$985,720</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$1,008,122</b>	<b>\$931,274</b>	<b>\$986,822</b>	<b>\$985,720</b>	<b>\$985,720</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>23.5</b>	<b>23.0</b>	<b>23.1</b>	<b>23.1</b>	<b>23.1</b>

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Agency code: **539** Agency name: **AGING AND DISABILITY SERVICES**

GOAL: 2 Licensing, Certification, and Outreach Statewide Goal/Benchmark: 3 0  
 OBJECTIVE: 1 Long Term Care Facility Regulation and Support Service Categories:  
 STRATEGY: 2 Long-Term Care Credentialing Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
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**STRATEGY DESCRIPTION AND JUSTIFICATION:**

Licensure of Nursing Facility Administrators and permitting of Medication Aides is required by state statute. Licensing of Nursing Facility Administrators is required and authorized by Senate Bill 84. The permitting of Medication Aides is required and authorized under Chapter 242 of the Health and Safety Code. The certification of Nurse Aides is required under the Social Security Act and related federal regulations for certification of Nursing Facilities to participate in Medicare and Medicaid. Nursing Facility Administrators are licensed initially upon completion of required training and testing with licenses renewed every two years. Medication Aides receive permits initially upon completion of required training and testing with permits renewed annually. Continuing education is required as a condition for renewal for Nursing Facility Administrators and Medication Aides. Nurse Aides are certified initially upon completion of required training and testing. Nurse Aides remain in 'active' status by demonstrating employment by providing nursing or nursing related services at some time during each two-year period.

The Nursing Facility Administrators Advisory Committee recommends to the Department actions to be taken concerning complaints and referrals in cases investigated and prepared for review by the Credentialing Department staff. Credentialing Department Staff applies final enforcement actions.

Authority: Health and Safety Code, Chapter 242.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

The number of license applications, referrals and complaints for misconduct against licenses, and cases with final sanctions depend on the contacts from the public and findings of Long Term Care Regulatory staff in facility surveys and complaint investigations.

## 3.D. Sub-Strategy Request

Strategy Code: 02-01-02-01

<b>Agency Code</b>	539	Department of Aging and Disability Services
<b>Goal:</b>	02	Long Term Care Regulation
<b>Objective:</b>	01	Long Term Care Regulation
<b>Strategy:</b>	02	LTC Credentialing
<b>Substrategy:</b>	01	Nursing Facility Administrators

Code	Description	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
<b>Output Measures:</b>						
1. Number of licenses issued or renewed per year: Nursing Facility Administrators		1,164	974	1,220	980	1,220
3. Number of complaints & referrals resolved per year: Nursing Facility Administrators		97	69	75	75	75
<b>Efficiency Measures:</b>						
1. Average cost per license issued: Nursing Facility Administrators		\$136.68	\$112.48	\$89.80	\$111.79	\$89.80
3. Average cost per complaint or referral resolved: Nursing Facility Administrators		\$3,309.98	\$3,737.66	\$3,361.09	\$3,361.09	\$3,361.09
Code	Description	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
<b>Objects of Expense:</b>						
1001	Salaries	206,165	189,376	204,361	204,361	204,361
1002	Other Personnel Cost	11,808	9,521	10,934	10,934	10,934
2001	Professional Fees and Services	9,169	4,677	1,493	1,493	1,493
2003	Consumable Supplies	2,495	3,245	1,815	1,815	1,815
2004	Utilities	3,032	3,202	482	482	482
2005	Travel	1,164	1,603	1,951	1,951	1,951
2006	Rent - Building	144	126	87	87	87
2007	Rent - Machine and Other	115	100	69	69	69
2009	Other Operating Expense	22,061	22,747	13,201	13,201	13,201
<b>Total, Objects of Expense</b>		<b>256,153</b>	<b>234,597</b>	<b>234,393</b>	<b>234,393</b>	<b>234,393</b>
<b>Method of Finance:</b>						
0001	General Revenue	256,153	234,597	234,393	234,393	234,393
<b>Subtotal, General Revenue Funds</b>		<b>256,153</b>	<b>234,597</b>	<b>234,393</b>	<b>234,393</b>	<b>234,393</b>
<b>Total, Method of Financing</b>		<b>256,153</b>	<b>234,597</b>	<b>234,393</b>	<b>234,393</b>	<b>234,393</b>
<b>Full-Time Equivalent Positions:</b>						
	State/Federal	6.3	6.0	6.0	6.0	6.0
<b>Total, Full-Time Equivalent Positions</b>		<b>6.3</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

**Sub-strategy Description and Justification:**

Licensing of Nursing Facility Administrators is required and authorized by Senate Bill 84. Administrators are licensed initially upon completion of required training and testing. Renewals are for a two-year period and require continuing education.

Activities include approval of applications for initial licensure and license renewals, approval of training programs and continuing education seminars, and actions regarding complaints and referrals based on substandard quality of care in nursing facilities involving the licensee. The agency also supports the Nursing Facility Administrators Advisory Committee, which is composed of nine members appointed by the Governor's office. Authority: Health and Safety Code 253; Human Resources Code, Chapter 48, Sections 401-408; and Texas Administrative Code, Chapter 40.

**External/Internal Factors Impacting Sub-strategy:**

Workload for license applications, renewals, and approvals of training programs and continuing education seminars is dependent on the interest of individuals to enter and continue in this profession. The licensures of Nursing Home Administrators are based on a two-year cycle. The workload of complaints and referrals processed is dependent on contacts from the public and findings of Long Term Care Regulatory of facility findings of Substandard Quality of Care.

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3.D. Sub-Strategy Request

Strategy Code: 02-01-02-02

<b>Agency Code</b>	539	Department of Aging and Disability Services
<b>Goal:</b>	02	Long Term Care Regulation
<b>Objective:</b>	01	Long Term Care Regulation
<b>Strategy:</b>	02	LTC Credentialing
<b>Substrategy:</b>	02	Nurse Aides, Medication Aides, & Uncredentialed Staff

Code	Description	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
<b>Output Measures:</b>						
2.	Number of credentials issued or renewed per year: Nurse Aides & Medication Aides	98,146	91,110	96,500	96,500	96,500
4.	Number of complaints & referrals resolved per year: Nurse Aides, Medication Aides and Uncredentialed Direct Care Personnel	301	212	250	250	250
<b>Efficiency Measures:</b>						
2.	Average Cost per credential issued: Nurse Aides & Medication Aides	\$80.18	\$80.59	\$80.33	\$80.33	\$80.33
4.	Average cost per complaint or referral resolved: Nurse Aides, Medication Aides and Uncredentialed Direct Care Personnel	\$1,860.00	\$2,759.00	\$2,340.00	\$2,340.00	\$2,340.00
Code	Description	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
<b>Objects of Expense:</b>						
1001	Salaries	396,291	410,863	429,583	429,583	429,583
1002	Other Personnel Cost	18,906	12,845	12,306	12,306	12,306
2001	Professional Fees and Services	40,991	9,084	3,006	3,006	3,006
2003	Consumable Supplies	11,154	11,038	3,653	3,653	3,653
2004	Utilities	13,553	4,238	1,402	1,402	1,402
2005	Travel	1,379	1,267	1,991	1,991	1,991
2006	Rent - Building	645	526	174	174	174
2007	Rent - Machine and Other	513	419	138	138	138
2009	Other Operating Expense	98,631	89,558	33,704	33,704	33,704
<b>Total, Objects of Expense</b>		<b>582,063</b>	<b>539,838</b>	<b>485,957</b>	<b>485,957</b>	<b>485,957</b>
<b>Method of Finance:</b>						
0001	General Revenue	106,063	103,231	79,123	79,123	79,123
0758	GR Match for Medicaid	63,038	107,701	79,610	79,610	79,610
<b>Subtotal, General Revenue Funds</b>		<b>169,101</b>	<b>210,932</b>	<b>158,733</b>	<b>158,733</b>	<b>158,733</b>
555	Federal Funds					
93.777.000	Title XVIII - State Survey & Certification	162,946	117,515	112,390	112,390	112,390
93.778.003	Medical Assistance Program - Title XIX @ 50%	101,621	81,249	84,692	84,692	84,692
<b>Subtotal, Federal Funds</b>		<b>264,567</b>	<b>198,764</b>	<b>197,082</b>	<b>197,082</b>	<b>197,082</b>
0666	Appropriated Receipts	148,395	130,142	130,142	130,142	130,142
<b>Subtotal, Other Funds</b>		<b>148,395</b>	<b>130,142</b>	<b>130,142</b>	<b>130,142</b>	<b>130,142</b>
<b>Total, Method of Financing</b>		<b>582,063</b>	<b>539,838</b>	<b>485,957</b>	<b>485,957</b>	<b>485,957</b>
<b>Full-Time Equivalent Positions:</b>						
	State/Federal	14.0	14.0	14.1	14.1	14.1
<b>Total, Full-Time Equivalent Positions</b>		<b>14.0</b>	<b>14.0</b>	<b>14.1</b>	<b>14.1</b>	<b>14.1</b>

**Sub-strategy Description and Justification:**

The permitting of Medication Aides is required and authorized under Chapter 242 of the Health and Safety Code. The certification of Nurse Aides is required under the Social Security Act and related federal regulations for certification of Nursing Facilities to participate in Medicare and Medicaid. Medication Aides receive permits upon completion of required training and testing. Permits are renewed annually after completion of required continuing education and payment of a renewal fee. Medication Aides may have their permit suspended or revoked if found to be in violation of licensing requirements. Nurse Aides are placed on the Nurse Aide Registry upon completion of required training and testing. They remain in active status by verifying employment in the provision of nursing or nursing related services during each two-year renewal period. Nurse Aides may have a "finding" of misconduct placed on the registry if found guilty of abuse, neglect, or misappropriation of a resident's property. The creation of the Employee Misconduct Registry is required and authorized by Senate Bill 967. The purpose of the Employee Misconduct Registry is to track acts of misconduct by unlicensed direct care employees in DADS regulated long-term care facilities. Facilities are now required to reference the Nurse Aide Registry and the Employee Misconduct Registry prior to hiring any unlicensed direct care employees to determine if the individual is eligible for employment. Authority: Health and Safety Code, Chapter 242.

**External/Internal Factors Impacting Sub-strategy:**

The number of individuals permitted or certified is dependent on the interest of individuals to enter and continue in this occupation. The workload of complaints and referrals to the Employee Misconduct Registry is dependent on contacts from the public.

<b>Agency Code</b>	539	Department of Aging and Disability Services
<b>Goal:</b>	02	Long Term Care Regulation
<b>Objective:</b>	01	Long Term Care Regulation
<b>Strategy:</b>	02	LTC Credentialing
<b>Substrategy:</b>	03	Program Administration

Code	Description	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
<b>Objects of Expense:</b>						
1001	Salaries	122,284	122,157	122,581	122,581	122,581
1002	Other Personnel Cost	9,123	8,501	7,627	7,627	7,627
2001	Professional Fees and Services	9,148	2,242	11,541	11,541	11,541
2003	Consumable Supplies	2,489	2,125	14,026	14,026	14,026
2004	Utilities	3,025	1,047	5,385	5,385	5,385
2005	Travel	1,566	1,156	975	975	975
2006	Rent - Building	144	129	667	667	667
2007	Rent - Machine and Other	114	64	533	533	533
2009	Other Operating Expense	22,013	19,418	103,137	102,035	102,035
<b>Total, Objects of Expense</b>		<b>169,906</b>	<b>156,839</b>	<b>266,472</b>	<b>265,370</b>	<b>265,370</b>
<b>Method of Finance:</b>						
0001	General Revenue	25,445	21,528	41,199	40,097	40,097
0758	GR Match for Medicaid	33,731	23,579	44,184	44,184	44,184
<b>Subtotal, General Revenue Funds</b>		<b>59,176</b>	<b>45,107</b>	<b>85,383</b>	<b>84,281</b>	<b>84,281</b>
555	Federal Funds					
93.777.000	Title XVIII - State Survey & Certification	24,485	32,266	84,362	84,362	84,362
93.777.001	Survey & Certification @ 50%	12,662	15,445	17,886	17,886	17,886
93.777.002	Survey & Certification @ 75%	73,583	64,021	78,841	78,841	78,841
<b>Subtotal, Federal Funds</b>		<b>110,730</b>	<b>111,732</b>	<b>181,089</b>	<b>181,089</b>	<b>181,089</b>
<b>Total, Method of Financing</b>		<b>169,906</b>	<b>156,839</b>	<b>266,472</b>	<b>265,370</b>	<b>265,370</b>
<b>Full-Time Equivalent Positions:</b>						
	State/Federal	3.2	3.0	3.0	3.0	3.0
<b>Total, Full-Time Equivalent Positions</b>		<b>3.2</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

**Sub-strategy Description and Justification:**

Program administration supports application of enforcement actions, maintenance of automated information systems, provision of information under the Open Records Act, and enforcement hearings. Statutory Authority: Health and Safety Code, Chapters 142, 242, and 247; Government Code, Chapter 552.

**External/Internal Factors Impacting Sub-strategy:**

Workload and effectiveness depend on the performance of support Divisions in the agency and of external contractors for education and testing services.

### 3. E. Sub-strategy Summary

Agency Code: 539	Agency Name: Texas Department of Aging and Disability Services	Statewide Goal Code :03-00	Strategy Code: 02-01-02			
<b>AGENCY GOAL</b>	Long Term Care Regulation					
<b>OBJECTIVE</b>	Long Term Care Regulation					
<b>STRATEGY</b>	LTC Credentialing					
<b>SUB-STRATEGY SUMMARY</b>						
Code	Sub-strategy Requests	Exp 2003	Est 2004	Bud 2005	BL 2006	BL 2007
01	Nursing Facility administrators	256,153	234,597	234,393	234,393	234,393
02	Nurse Aides, Medication Aides, & Uncredentialed Staff	582,063	539,838	485,957	485,957	485,957
03	Program Administration	169,906	156,839	266,472	265,370	265,370
<b>Total, Sub-strategies</b>		<b>1,008,122</b>	<b>931,274</b>	<b>986,822</b>	<b>985,720</b>	<b>985,720</b>