

## **Ohio Mental Health and Addiction Services FY 2014 Hot Spot Collaborative Projects – Detailed Plans**

### **Introduction**

In FY13, ODMH adopted a new paradigm for the investment of additional non-Medicaid community resources in its General Revenue Fund subsidy line item. Rather than employing a traditional formula-based approach wherein each Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board area receives a small portion of additional state mental health resources, ODMH invested \$10.6 million in additional subsidy resources in collaborative projects that transcend board areas and address “hot spot” concerns. These may vary from region to region in the state.

“Hot spots” may be defined as meeting one or more of the following criteria:

1. Specialized services for difficult to-serve-populations – high utilizers of service who do not achieve desired clinical outcomes;
2. Services for those with the greatest unmet needs – may be defined as highest cost clients; most clinically impaired clients; or a sub-set of clients who need services and a gap in the continuum of care exists;
3. Services that divert people from more restrictive and typically higher-cost settings (e.g., hospitals, jails/prisons, out-of-home placement for children, nursing facilities, etc.); and
4. Incentives to engage clients who are difficult to engage in behavioral health services and likely are costly to other systems.

On the whole, the “hot spot” collaborative approach, first introduced by the former Department of Mental Health last fiscal year, has been very successful. Hot spots allow for planning on a multi-board basis to leverage a larger pool of funding to meet the overall needs of an area in a coordinated way. Funds were allocated to the “catchment” areas for the regional psychiatric hospitals. Boards worked together with local stakeholders to choose projects, assign logistics and plan to move forward. This approach will be continued in FY 2014 and expanded to include AoD strategies using \$2.5 million from the 507 line.

**Collaborative areas will need to complete a Project Summary Narrative and submit Budget Forms to receive their funding for SY14. Please submit Summaries and Budgets to [MH-SOT-Brdreports@mha.ohio.gov](mailto:MH-SOT-Brdreports@mha.ohio.gov).**

## Project Summary Narrative

Similar to FY13, please provide a brief project summary that includes the following information:

1. **Introduction.** Briefly state the need you are attempting to meet and the hot spot population targeted.
2. **Activities and Timeline.** Please describe the specific activities that you are going to be undertaking. Please estimate your timeline to perform these activities. Feel free to include any Gantt charts or tables that your collaborative has developed.
3. **Governance.** Briefly describe how responsibilities will be managed between partners (e.g., Board to Board, Board to Agency) and the roles each partner will play (fiduciary, program lead, coordinated use of the project after implementation, and evaluation).
4. **Stakeholder Involvement.** Please indicate how persons, specifically consumers of mental health and addiction services, will be considered for inclusion in the project.
5. **Budget.** The primary budget document will be the Excel Budget spreadsheet that you submit. However you can include in this section any supporting/supplemental information about your budget that you want to provide.
6. **Evaluation Plan (Milestones/Accomplishments).** Provide a list of measures that you will use to evaluate the success of your project. Please provide information on both the process and product evaluation plans.
  - Process/Infrastructure evaluation: These measures should assess whether the project was conducted in a manner consistent with your plan, and include any supporting infrastructure created.
  - Product/Output evaluation: These measures should capture details about who your programs serve and how you achieve your stated goals and/or objectives.
  - Outcome evaluation: Some programs also include related results that measure program's effectiveness in terms of costs saved or people diverted from higher levels of care.

Please see the Evaluation Recommendations on the following page for additional evaluation considerations. Please contact Lara Belliston ([Lara.Belliston@mha.ohio.gov](mailto:Lara.Belliston@mha.ohio.gov)) if you have any questions about your Evaluation Plan.

## Budget

Please complete the Excel budget format attached and submit it with your Project Narrative Summary. Funds will be available July 1, 2013 to June 30, 2014. You will need to specify how funds will be allocated to specific services and infrastructure; budget data will be used to provide a detailed description of how project funds will be used. Additionally, to the extent that other funding sources are being used to support this overall project, please indicate those and the anticipated use of those funds. You will need to specify the timeline funds will be drawn, by fiscal quarter, in order to support each project. Budget data will be compiled to report on projects by name, location, target population, or service activity. SFY13 Hot Spot Instructions for Project Reporting can be found at <http://mha.ohio.gov/Default.aspx?tabid=148>.

## Evaluation Recommendations

All Collaboratives and projects did a great job of reporting accomplishments for the Hot Spot projects for FY 2013. Your reports helped make the case for this continued funding method. Because The Office of Quality, Planning, and Research is tasked with summarizing Hot Spot project successes across the state, and there were some variations in reporting, we are suggesting the following recommendations for reporting FY 2014 accomplishments.

1. **Please include a Process/Infrastructure or Product/Output milestone for each major budget allocation.**
2. **Please choose some Process/Infrastructure measures that align with SAMHSA Government Performance and Results Act (GPRA), for example:**
  - The number of organizations collaborating, coordinating, or sharing resources with other organizations as a result of the grant (list organization or method of collaboration [MOU/contract]?)
  - The number of policy changes completed as a result of the grant (describe policy/process changes)
  - The number of people in the mental health and related workforce trained (***please specify the training***) as a result of the grant
  - The number of people hired as a result of the grant (list positions if desired)
  - You are welcome to include any measures that are useful for understanding your projects' processes
3. **Please choose some Product/Output measures that give some detail about each of the services listed in your project budget, for example:**
  - Please report the number of people receiving services (***please specify each service***) as a result of the grant.
  - Some projects also like to report the units of service provided (***please specify each service***) as a result of the grant.
  - You are welcome to include any measures that are useful for communicating your project accomplishments.
4. **Choose Outcomes measures that are most useful for your projects.** Each project has very individual goals they are focusing on, some Collaboratives report decreased number of hospitalizations, decreased wait-times, decreased symptomology, increased quality of life, increase satisfaction with services, etc. *Outcome data are often more difficult to collect and as such are not required reporting, however you are welcome to report any measures that reflect your goals.*
5. **Please continue to email reports to Lara Belliston ([Lara.Belliston@mha.ohio.gov](mailto:Lara.Belliston@mha.ohio.gov)),**
  - Most Collaboratives have agreed to a quarterly reporting schedule (mid November, mid February, mid May, and mid August). We encourage quarterly reporting where possible. (Quarterly reporting may be burdensome for projects with lots of measures or with lots of boards/partners to collect data from. If another reporting timeline makes more sense for you please let me know.)
  - ***To standardize reporting across the state, please report an unduplicated, cumulative (year to date) numbers for the measures – particularly for the number of people served.***
  - Where possible please report all project results together, not by individual county. Use whatever format works well for your Project/Collaborative; however, we recommend the following example report:

Measure	Q1	Q2	Q3	Q4
The number of people in the mental health and related workforce trained ( <i><b>in ACT</b></i> ) as a result of the grant	#	#	#	#
The number of people hired as a result of the grant (list positions if desired)	# and text	# and text	# and text	# and text
The number of people receiving services ( <i><b>CPST</b></i> ) as a result of the grant	#	#	#	#
The number of people receiving services ( <i><b>Housing</b></i> ) as a result of the grant	#	#	#	#
Decrease in the number of hospitalizations (describe how this is measured)	# and text	# and text	# and text	# and text

While these recommendations help me communicate your accomplishments, more importantly I hope they are helpful for your Collaborative in determining your next steps and how to best use these funds to meet your needs. **Thanks for all the wonderful work you do.**