

Budget Detail Request - Fiscal Year 2016-17

Your request will not be officially submitted unless all questions and applicable sub parts are answered.

1. Title of Project: Certified Recovery Residence Administrator Expansion Project
2. Date of Submission: 12/09/2015
3. House Member Sponsor(s): Gayle Harrell

4. DETAILS OF AMOUNT REQUESTED:

- a. Has funding been provided in a previous state budget for this activity? Yes
If answer to 4a is ?NO? skip 4b and 4c and proceed to 4d
- b. What is the most recent fiscal year the project was funded? 2015-16
- c. Were the funds provided in the most recent fiscal year subsequently vetoed? No
- d. Complete the following Project Request Worksheet to develop your request (Note that Column E will be the total of Recurring funds requested and Column F will be the total Nonrecurring funds requested, the sum of which is the Total of the Funds you are requesting in Column G):

| FY: | Input Prior Year Appropriation for this project for FY 2015-16 (If appropriated in FY 2015-16 enter the appropriated amount, even if vetoed.) | | | Develop New Funds Request for FY 2016-17 (If no new Recurring or Nonrecurring funding is requested, enter zeros.) | | | |
|--------------------|--|-------------------------------|--|--|---|---|--|
| | Column: A | B | C | D | E | F | G |
| Funds Description: | Prior Year Recurring Funds | Prior Year Nonrecurring Funds | Total Funds Appropriated (Recurring plus Nonrecurring: Column A + Column B) | Recurring Base Budget (Will equal non-vetoed amounts provided in Column A) | INCREASED or NEW Recurring Requested | TOTAL Nonrecurring Requested (Nonrecurring is one time funding & must be re-requested every year) | Total Funds Requested Over Base Funding (Recurring plus Nonrecurring: Column E + Column F) |
| Input Amounts: | 0 | 100,000 | 100,000 | 0 | 100,000 | 0 | 100,000 |

- e. New Nonrecurring Funding Requested for FY 16-17 will be used for:
 Operating Expenses Fixed Capital Construction Other one-time costs
- f. New Recurring Funding Requested for FY 16-17 will be used for:
 Operating Expenses Fixed Capital Construction Other one-time costs

5. Requester:

- a. Name: Neal McGarry
- b. Organization: The Florida Certification Board
- c. Email: namcgarry@flcertificationboard.org
- d. Phone #: (850)222-6314

6. Organization or Name of Entity Receiving Funds:

- a. Name: The Florida Certification Board
- b. County (County where funds are to be expended) Leon
- c. Service Area (Counties being served by the service(s) provided with funding) Statewide

7. Write a project description that will serve as a stand-alone summary of the project for legislative review. The description should summarize the entire project's intended purpose, the purpose of the funds requested (if request is a sub-part of the entire project), and most importantly the detail on how the funds requested will be spent - for example how much will be spent on positions and associated salaries, specifics on capital costs, and detail of operational expenses. The summary must list what local, regional or statewide interests or areas are served. It should also document the need for the funds, the community support and expected results when applicable. Be sure to include the type and amount of services as well as the number of the specific target population that will be served (such as number of home health visits to X, # of elderly, # of school aged children to receive mentoring, # of violent crime victims to receive once a week counseling etc.)

In FY 2015/2016, the Florida Certification Board (FCB) received funds to develop a certification program to measure the professional competence of Recovery Residence Administrators. This process is underway and on target for completion of all processes to begin administration of the new certification program by April 2016. FCB seeks to move the credentialing program for Recovery Residence Administrators (pursuant to section 397.4871, F.S.) to the next phase of implementation. As this new credential is being acquired by persons who operate recovery residences, the need for regulation and related sanctions for ethical practice violations is necessary. As the history of these residences in Florida has ranged from well-run programs to opportunistic ventures more focused on making money than helping with their residents achieve success in recovery, it is anticipated that the volume of ethical practice complaints will be significant. The FCB seeks funding to increase its capacity to receive ethical violation complaints online, conduct ethics investigations, and process all ethics-related actions. Statewide interests are served by this project. There are two target populations for this project: the public and Recovery Residence Administrators. Services offered to the public through this project will be education on the importance of filing complaints about unethical business and professional practices on the part of administrators of recovery residences, and a web-based system for filing complaints easily. Recovery Residence Administrators will receive detailed education on the importance of ethical business and professional practices that are expected by the public, the law, the neighborhoods in which they reside, and the residents they house. The types of unethical business and professional practices that will result in loss of their credential (or other sanctions) will be highlighted. For those who have violations, appropriate investigations and actions will be undertaken to protect the public and the vulnerable residents, in particular. The FCB plans to hire an ethics investigator for the Recovery Residence Administrator credential who will acquire certification through CLEAR, a nationally-recognized credentialing entity for regulatory investigators and inspectors. This investigator will conduct all activities related to investigating and processing ethical violation complaints. Funds will also be used to develop an online ethics complaint submission and tracking system to automate and expedite

these procedures. Lastly, an interactive, online course on ethical behavior and business practices will be created (along with supporting print materials) and offered on the FCB's Online Educational Platform. The projected expenses are: Staff Positions: .75 FTE Ethics Investigator; .20 FTE Project Manager
\$54,000 Web-based ethics complaint submission and tracking system \$15,000 Training Services (ethics course development and
online course building/hosting) \$7,500 Operating Expenses, including CLEAR certification costs \$13,500 Indirect Expenses
(10%) \$10,000 \$100,000* *Includes only specific direct personnel and consultants assigned to each component; minimal operating costs; and 10% indirect costs. Does NOT include other certification operations staff, other support staff, and fiscal staff. There are multiple results that can be realized as a part of educating Recovery Residence Administrators about the importance of ethical conduct. Increased understanding of ethical standards is expected to lead to improved professional and business practices. Disciplinary proceedings, when necessary, against certified individuals who fail to comply, as well as significant penalties for the breach of ethical behavior, may serve as a way to educate all Recovery Residence Administrators and hopefully rehabilitate the individual in violation.

8. Provide the total cost of the project for FY 2016-17 from all sources of funding:

Federal: 0

State: 100,000 (Excluding the requested Total Amount in #4d, Column G)

Local: 0

Other: 0

9. Is this a multi-year project requiring funding from the state for more than one year?

Yes