

**SECTION 1115 FY 05 GRANTS (AWARDED 8/1/05)
QUARTERLY PERFORMANCE REPORT
COVER SHEET**

1. Grant Number: **90FD0106**
2. Grantee Name and Address: **Vermont Agency of Human Services
Office of Child Support
103 South Main Street
Waterbury, VT 05671-1901**
3. Phone Number: **(802) 241-2319**
4. Project Title: **Project UNIMED**
5. Period of Performance: **November 1, 2005 – January 31, 2006**
6. Approved Project Period: **August 1, 2005 – December 31, 2006**
7. Period Covered by this Report (Report due 30 days later):
1st Quarterly (10/31/05) _____ 2nd Quarterly (1/31/06) X
3rd Quarterly (4/30/06) _____ 4th Quarterly (7/31/06) _____
8. Principal Investigator and Phone Number: **Jeff Cohen, (802) 241-2319**
9. Author's Name and Phone Number: **Robin Arnell, (802) 241-2236**
10. Date of Report: **February 10, 2006**
11. Report Number (sequentially): **2**
12. Name of Federal Project Officer: **John Jolley**
13. Date Reviewed by Federal Project Officer:
14. Comments (if any):

**VERMONT OFFICE OF CHILD SUPPORT
PROJECT UNIMED: A Unified Approach to Medical Support through
Intra-Agency Collaboration and Data Exchange
Grant Number 90FD0106**

**SECOND QUARTERLY PROJECT PERFORMANCE REPORT
Reporting Period November 1, 2005-January 31, 2006**

❖ Major Activities and Accomplishments this Period

During the second quarter of the grant, we completed the Request for Proposal (RFP) and initiated the State procurement process. Currently, the RFP is with the Vermont Department of Information & Innovation for technical approval. Once approved, the RFP will be posted to the State Purchasing website. We are anticipating a March 1, 2006 posting.

Another major accomplishment was the revision of Vermont's standardized court order (Form 802). The revised form expands the medical support provision to ensure that every order thoroughly addresses medical support and that the terms are clear. The new and improved form is now aligned with our mainframe system (ACCESS) to provide ease of entry for staff and improve data accuracy. Our expectation is that the addition of specific medical support fields will provide consistency and ensure that medical support is addressed fully in every case.

The collaborative partners (OCS-child support, OVHA-Medicaid, ESD-TANF) met three times during the reporting period to review and revise processes, specifically the referral of 137Ms (Medicaid Application and Assignment) from ESD to OCS. The Agreement Sub-team met once to begin drafting phase 2 of our 3 phase cooperative agreement. Phase 2 incorporates the waiver and sanction processes.

❖ Other Activities

The Project Unimed Oversight Group met to begin looking at data and reporting requirements. The group identified the data elements needed and then established where this data can be acquired. We are currently collecting the pre-grant data and we have identified the system work needed to obtain the post-grant data.

❖ Problems

The replacement of the project manager resulted in some unexpected delays with the programming portion of the grant. The RFP went out approximately four months behind the projected date specified in the grant application. Due to this, all of our activities in this regard will be delayed. We anticipate that as a result of the unexpected delays we will need to file for an extension of the grant period.

Delays were also encountered with the 137M (Medicaid Application and Assignment) referral process from ESD. Our TANF Team contact changed frequently which slowed the development of a process for these referrals. We asked for and have now received a permanent team member from the TANF partner.

❖ **Significant findings and events**

The significant events that occurred this period were the finalization of the RFP, the update of Vermont's court order to clarify the medical support terms, and work on phase 2 of the interagency agreement.

❖ **Dissemination activities**

The updated court order has been disseminated throughout the state. The form is available through the Vermont courts website (<http://vermontjudiciary.org/eforms/family.aspx>).

❖ **Activities planned for next reporting period**

The following activities are planned for the next reporting period: 1) recruit a temporary (12-month), part-time project assistant; 2) continue to develop and monitor interagency activities; 3) hold a bidder's conference and bid opening; 4) select a vendor.

Attachment – Form 802 (Vermont Child Support Order)

Respectfully submitted:

Robin Arnell
Grant Manager