

**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, 2006 – January 31, 2007**
6. Approved Project Period: **August 1, 2005 – December 31, 2007**
7. Period Covered by this Report (Report due 30 days later):
5th Quarterly (10/31/06) _____ 6th Quarterly (1/31/07) X
7th Quarterly (4/30/07) _____ 8th Quarterly (7/31/07) _____
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 16, 2007**
11. Report Number (sequentially): **6**
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**

**SIXTH QUARTERLY PROJECT PERFORMANCE REPORT
Reporting Period November 1, 2006-January 31, 2007**

❖ Major Activities and Accomplishments this Period

During the sixth quarter of the grant, Policy Studies Inc. (PSI), our contractor, began system programming. System enhancements were made to improve communication capabilities between IV-A and IV-D staff, to collect data related to medical support obligations, to implement sanctions and deny eligibility of Medicaid benefits for non-cooperating parties, and to update our system to accept the new federal coding standard for tribal and international cases. These modifications are currently being tested and will be implemented once testing is complete. Additional system enhancements, such as changing our case status codes to identify medical only cases, are currently being programmed.

Our data team met three times with a PSI data warehouse developer to discuss our reporting requirements and design the data-mining model under the grant. Our model will identify which noncustodial parents are likely to secure health insurance. We spent time identifying the personal characteristics and other criteria that should be analyzed when running the model. The contractor is taking this information and beginning to develop the model.

The collaborative partners (OCS-child support, OVHA-Medicaid, ESD-TANF) met three times during the reporting period to review and revise processes, discuss data requirements, and receive contract updates.

❖ Other Activities

We began having weekly status meetings with PSI to monitor programming and testing status. In this period, we had 10 of these meetings.

We held an OCS Medical Support Update Training for staff during this reporting period. This training covered the ESD procedures, how to find insurance information in our mainframe system (ACCESS), Vermont's new cash medical legislation, and the updated form 802 (Vermont Child Support Order).

The Grant Steering Team met twice in the reporting period to track the progress of the grant. This team has focused much effort on the various reporting requirements for the grant and how best to capture certain data.

The child support cover sheet that accompanies the 137 form (Child and Medical Support Authorization) was updated during this reporting period.

The 802M (Medical Support Order) was finalized by the court and posted on their website (<http://vermontjudiciary.org/eforms/Form%20802M.pdf>) for use. OCS staff was made aware of the new order through an email that was sent out in January.

❖ **Problems**

The Economic Services Division (ESD) has two different applications for services, the 137 (Child and Medical Support Authorization) and the 137M (Medical Support Authorization). Some of the ESD workers are having customers incorrectly complete a 137 form for medical-only cases. A reminder message was sent to ESD workers to clear this issue up. The 137 form also received some revisions to clear up any confusion regarding which services are being requested.

We also found out that the Family Court has not yet created a notice of hearing for medical-only cases. The Court is sending out the notice of hearing for child support in these cases, which is causing confusion for customers. OCS' Supervising Attorney referred this issue to the Court Administrator staff.

❖ **Significant findings and events**

The most significant event that occurred this period was the beginning of system programming by Policy Studies Inc.

❖ **Dissemination activities**

The 802M (Medical Support Order) was disseminated to the general public through the Family Court website and to OCS staff through an email.

❖ **Activities planned for next reporting period**

The following activities are planned for the next reporting period: 1) system programming & testing; 2) weekly status meetings with PSI; 3) continue to develop and monitor interagency activities.

Attachments – Revised 137 Cover Sheet, Revised 137 (Child and Medical Support Authorization), 802M (Medical Support Order)

Respectfully submitted:

Robin Arnell
Project Manager/OCS Supervising Attorney