

**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: **February 1, 2006 – April 30, 2006**
6. Approved Project Period: **August 1, 2005 – December 31, 2006**
7. Period Covered by this Report (Report due 30 days later):  
1<sup>st</sup> Quarterly (10/31/05) \_\_\_\_\_ 2<sup>nd</sup> Quarterly (1/31/06) \_\_\_\_\_  
3<sup>rd</sup> Quarterly (4/30/06)   X   4<sup>th</sup> 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: **May 22, 2006**
11. Report Number (sequentially): **3**
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**

**THIRD QUARTERLY PROJECT PERFORMANCE REPORT  
Reporting Period February 1, 2006-April 30, 2006**

**❖ Major Activities and Accomplishments this Period**

During the third quarter of the grant, we completed the Request for Proposal (RFP) process and selected a vendor for the programming portion of the grant. The completion of the RFP process included the issuance of the RFP, holding a Bidder's Conference, response to Bidder's questions, and the bid opening. Policy Studies, Inc. has been awarded the contract and was notified of such. Currently, a contract has been drafted and is working its way through the review and signature process. We are anticipating that the contract would begin on July 1, 2006.

Another major accomplishment was the completion of the interim staff procedures for working medical support cases. These cover the 137M (Medicaid Application and Assignment) entry process and the field process for working medical support cases. The procedures were disseminated to staff via email and were reviewed during training that occurred during the months of March and April. These procedures are 'interim' since they will be updated to incorporate our contractual mainframe programming once complete.

The collaborative partners (OCS-child support, OVHA-Medicaid, ESD-TANF) met two times during the reporting period to review and revise processes, review new and modified forms (ESD Waiver Request Form, 137M) and discuss programming needs. The Agreement Sub-team met once. A draft of phase 2 of our 3 phase cooperative agreement was produced. Phase 2 incorporated the waiver and sanction processes.

**❖ Other Activities**

Some of the pre-grant data elements that were identified by the Project Unimed Oversight Group were collected. This data will be used for the evaluation and final reporting requirements under this grant.

**❖ Problems**

We did not encounter any problems during this reporting period.

❖ **Significant findings and events**

The significant events that occurred this period were the completion of the RFP process, the selection of a contractor for the programming portion of the grant, the finalization and dissemination of the Interim Medical Support Procedures, and work on phase 2 of the interagency agreement.

❖ **Dissemination activities**

As mentioned above, the OCS Interim Medical Support Procedures were disseminated to all OCS and some ESD staff during this period. This handout is included as an attachment to this performance report.

❖ **Activities planned for next reporting period**

The following activities are planned for the next reporting period: 1) vendor contract; 2) continue to develop and monitor interagency activities; 3) programming design sessions; 4) redraft 137 (TANF Assignment) to incorporate Medicaid assignment of rights.

**Attachment** – OCS Interim Medical Support Procedures

Respectfully submitted:

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Jeff Cohen  
Principal Investigator/Child Support Director