



# Submission of Information

Request for Changes from Currently Contracted Network Service Providers or Request for Funding from Uncontracted Service Providers

**Introduction**

LSF Health Systems (LSFHS) is the Managing Entity for the Florida Department of Children and Families (DCF) Substance Abuse and Mental Health (SAMH) programs in the Northeast and North Central Florida Region. LSFHS is responsible for the administration of mental health and substance abuse treatment programs for the underserved populations creating a safety net for vulnerable consumers.

Each program serves the neediest individuals that meet DCF's SAMH target population criteria in the Northeast and North Central region and provides for a comprehensive array of outpatient, inpatient and residential services including, but not limited to; therapy, case management, medication management, residential, room and board, crisis and emergency support, prevention, intervention, outreach, peer services, supported housing, and supported employment.

LSFHS uses the Submission of Information process for the following:

- Requests for funding from uncontracted service providers;
- Requests for restoration of funds pulled due to lapse;
- Requests for changes to programming;
- Request for shifts between funding areas;
- Requests for an increase in funding for any reason.

It is the policy for contracted Network Service Providers to provide information and justification for any of the above circumstances. LSFHS accepts submissions from providers at any time and may also initiate this process due to a specific funding concern within the system of care including the need to redistribute lapsed funding.

Submissions shall be submitted to the Network Service Provider's assigned Network Manager via email. LSFHS Management Team will review all submissions, conduct an analysis of the impact of the request, and provide a written response, if chosen for the next step in the selection process. Additional information and follow-up questions may be solicited based on this review.

**Funding Request Form**

Please fill out the information below accurately and completely, then submit to [procurement@lsfnet.org](mailto:procurement@lsfnet.org).

**1. Organization Name, Address and Contract Number (if current Network Service Provider):**

Hernando County Board of County Commissioners  
Housing and Supportive Services  
621 W Jefferson Street  
Brooksville, FL 34601

**2. Organization Contact Person Name, Email, and Phone Number for this Submission:**

Veda Ramirez  
Director, Housing and Supportive Services  
[vramirez@hernandocounty.us](mailto:vramirez@hernandocounty.us)  
352-540-4338

**3. Briefly describe the programs, counties and populations served which are impacted by this request.**

Hernando County is the geographic center of the state and is located on the central-west coast of Florida with population estimates of 204,265. The City of Brooksville, the county seat and the only incorporated city in the County has an estimated population of 9,566 illustrating the diverse makeup of the county. Population characteristics vary by zip code, with rural and suburban communities, as well as some areas more reflective of urban living. Most residents (95.6%) reside in the unincorporated areas of the County including Spring Hill, Ridge Manor, Ridge Manor West, Masaryktown, Bayport, Aripeka, Lake Lindsey and Hernando Beach. The City of Brooksville make up the remaining 4.4% of the population (Hernando County Government). According to the Community Health Status Assessment completed in May 2023, Hernando County residents identified the following as the most important factors that contribute to a healthy community: 1. Access to health care; 2. Low crime/safe neighborhoods; 3. Affordable housing; 4. Job Opportunities for all level of education; 5. Availability of first responders; 6. Access to convenient, affordable and nutritious foods; 7. Clean environment; 8. Affordable goods and services; 9. Awareness of health care and social services; 10. Residents engaging in healthy behaviors. Not only do these factors contribute to overall wellness; creating a healthy and sustainable environment opens pathways that reduce physical and mental illness and substance abuse. The top three health issues Hernando County residents identified to be addressed in the County as major impediments to a healthy community are Substance Abuse, Mental Health and Homelessness. These health issues are important to recognize as Hernando County is federally designated as a Mental Health Professional Shortage Area, as well as a Primary Health and Dental Health Professional Shortage Area and a Medically Underserved Area/Population (Florida Department of Health in Hernando County, WellFlorida Council, 2023). Hernando County has consistently had a higher rate of mental health hospitalizations and emergency room visits than the state average. These issues were a common theme throughout the entire Community Health Status Assessment. Survey respondents recognized that substance abuse was a prevailing problem in the community (40.1% of residents classified it as a priority problem), and mental health problems were also identified as a priority problem (30.4% of respondents.) Mental health and substance abuse often go hand in hand and lead to behavioral health issues. Survey respondents ranked drug abuse as the number one priority item and having the greatest impact on overall health (Florida Department of Health in Hernando County, WellFlorida Council, 2023). Students in Hernando County experience childhood trauma at a higher rate than the county average. The most common trauma children in Hernando experience is their parents being separated or divorced. This is closely followed by mental illness or substance abuse in the home (35 and 40%) and having an incarcerated household member (35%). The same students also experience emotional and physical neglect at a higher rate than the state average. Over one quarter of Hernando County students have been exposed to at least four adverse childhood experiences. Almost two-thirds (62.5%) of WellFlorida Council survey respondents indicated that mental and behavioral health care/counseling services are difficult to obtain in Hernando County; this is followed by substance abuse services, which 44.6% of respondents identified as being difficult to obtain (Florida Department of Health in Hernando County, WellFlorida Council, 2023).

4. Briefly describe your organization's need for additional funding, for a change in programming and/or for a change in funding as currently allocated. Please include the dollar amount(s) you are requesting and whether or not the amount requested is for a full year or partial. If the need for additional funding is due to funding being lapsed in the previous Fiscal Year, please provide an explanation for the lapse and describe your organization's capacity to spend funds if restored.

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5. Briefly describe your organization's plan for the additional funding, change in funding or change in programming. In the event that a service is being discontinued, this plan should outline how the previously served population will be served after the change is made.

As a result of funding and increased projects from various providers and stakeholders, Hernando County is seeking a position to analyze, interpret, and report program deliverables of old and new programs and initiatives to effectively combat opioid abuse. Position will perform complex administrative duties and statistical, financial, operational data analysis and reporting to aide management in their decisions as it relates funding mental health and substance abuse programs and initiatives. Position will use information to aid in establishing and updating and County's opioid plan, engage groups and community stakeholders to increase collaboration, identify gaps in services, implement initiatives, programs and projects funded in alignment with opioid abatement strategies. They will also further research and develop strategies to prevent, educate, and treat opioid, mental health and substance abuse. Position will monitor the implementation of opioid, substance abuse and mental health projects, track performance measures, costs report, timelessness, and mental health disparities to improve efficiencies, streamline process and optimizes resources. Gathering information and working with individuals, emergency department, clinician, social workers, peer navigators, operations leadership, community treatment partners, to make real time improvements.

6. If a license is required for the proposed program, have you obtained it (DCF Substance Abuse license for Outpatient services, AHCA license, etc.)? If not, but you have submitted your application, please describe what stage in the process you are in?

N/A

7. Briefly describe your organization's expertise about the delivery of service to the identified population which will be impacted by this change.

Housing and Supportive services contracts and works with the County's specialty courts consisting of drug court, mental health court, veterans court and youth court, BayCare Behavioral Health, Hernando Health Department, and Premier Community Health. In addition, the department manages and implements public programs to maintain and/or enhance the quality of life of Hernando County resident, though, Housing, Community Redevelopment and Human Services. Information from data received will provided insight for development and implementation of department goals, objectives, policies, priorities, initiatives, and budgeting and much more for the community.

- 8. Are the changes outlined above to be made for this fiscal year only or to be continued beyond year-end into subsequent fiscal years, assuming an ongoing contractual relationship between the agency and LSF Health Systems? Please explain this response.**

Changes are to be made for this year and subsequent years. The position is expected to remain in place and develop with the data to improve care, optimize operations and initiatives, ensure compliance, and make informed decisions over the years.

- 9. Define and describe the Program Goals.**

Use data and surveillance to detect drug trends, monitor the health and wellness of individuals who use drugs, and evaluate intervention

Examine and analyze data to improve the county's opioid response

Identify new metrics that can be used to evaluate plan activities

Assess health disparities through data collections

- 10. Define and describe the Proposed Outcome Measures for the program in which funding is being requested.**

Evaluate implementation and outcomes of opioid grants. Outcomes to include, but limited to prescribing behaviors, non-fatal overdoses, fatal overdoses, connection to care, timeliness and effectiveness of treatment

- 11. Outside organizations only:** Describe your organization's data collection capacity and list the name of the data collection system. If you utilize an Electronic Health Record (EHR) system, confirm its capacity to export data as an XML file.

Hernando County Housing and Supportive Services does not utilize an Electronic Health Record, but Health and Human Services does enter information into various state and federal systems/databases to provide information about programs, projects, and to request funding. Some of those programs include SERA, DJJ, AHCA Reporting, DRGR, HMIS, and several county programs.

- 12. Outside organizations only:** Describe your organization's business administration capacity specifically related to human resources and financial management.

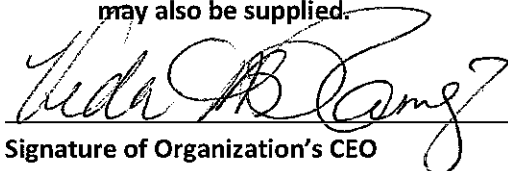
Hernando County Housing and Supportive Services is part of Hernando County Board of County Commissioners. We have a dedicated Human Resource team that conducts a thorough hiring and screening process which includes background check, insurability, drug screening, licensing requirements if applicable, education requirements and a several other on-boarding task, Hernando County has a financial team which processes and monitors all spending within the department to ensure checks and balances are followed and appropriate invoices are available. They also have compliance staff to ensure that departments are compliant with funding agencies rules and guidelines about what is allowed and not allowed, reporting and other accountability requirements. The teams also conduct audits services.

## EXHIBIT G

13. Outside organizations only: Level 2 Background Screening, through the DCF Clearinghouse, is a requirement for staff members from each agency who enters into a contract with LSFHS. Does your organization currently conduct Level 2 Background Screenings for staff members using this method? If not, are you willing to conduct the required screenings for compliance with the contract?

Level 2 back ground Screening through DCF is not required for all positions with Hernando County but Hernando County is willing to conduct the required screenings for compliance with the contract.

14. Please provide, as an attachment, the Exhibit C and D - Projected Operating and Capital Budget, using the most recent template, outlining the requested funding including OCAs and associated covered services. Statistics or data regarding utilization to substantiate the request may also be supplied.

  
Signature of Organization's CEO

1.17.2024  
Date

\_\_\_\_\_  
Signature of Organization's Contract Manager

\_\_\_\_\_  
Date