

COUNTY OF SAN MATEO  
Departmental Correspondence

DATE: SEP 6 2001  
HEARING DATE SEP 25 2001

TO: Honorable Board of Supervisors  
FROM: Margaret Taylor, Interim CEO, Hospital and Clinics Division  
SUBJECT: Appropriation Transfer Request

MT

RECOMMENDATION

1. Approve an Appropriation Transfer Request (ATR) in the amount of \$131,251 for various budget units in the Health Services Agency.
  - A. Increase Intergovernmental Revenues (\$86,251), Services and Supplies (\$77,500), and Other Charges (\$8,751) in the Community Health Clinics Enterprise Funds (6850B);
  - B. Increase Charges for Services (\$25,000) and Services and Supplies (\$25,000) in Aging and Adult Services (5700B); and
  - C. Increase Interfund Revenue (\$20,000) and Services and Supplies (\$20,000) in the Hospital Enterprise Fund (6600B).

Background

The Health Services Agency has administered a Bureau of Primary Health Care (BPHC) Health Care for the Homeless (HCH), Section 330(H), Public Health Services Act grant since 1995. The HCH grant appropriation is \$555,107 per year. HCH grant funding is used to provide health care services to homeless adults, adolescents and children through agreements with the Public Health Mobile Van, Youth and Family Assistance and the Jefferson Union High School District. In addition to providing healthcare to San Mateo County's homeless population, the 330(H) grant qualifies the Health Services' outpatient clinics for Federally Qualified Health Centers (FQHC) status. FQHC status allows Health Services to claim cost-based reimbursement for outpatient clinic services. In 2000-01, Health Services generated \$8 million in FQHC revenue.

The BPHC allows unspent HCH grant funding to be carried over to subsequent budget years. In the federal budget year 1999-2000, the HCH Program had an unobligated balance of \$86,251. The HCH Program submitted a request to the BPHC to use these funds to provide additional program services to the homeless and the BPHC has approved this request.

## Discussion

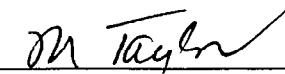
The rollover funds will be used to support the following programs:

1. A total of \$25,000 will be allocated to the Aging and Adult Services Division to hire and oversee a consultant who will assess the current services available for homeless individuals being discharged from the San Mateo County Health Center. The Health Center recently conducted a study of homeless patients admitted to the facility. The study found that homeless patients stayed in the hospital longer and had a higher percentage of administrative/non-acute days than patients who had a home to return to at discharge. Providers are reluctant to compromise a homeless patient's care and put them at risk for reinfection or rehospitalization because of poor living conditions. As a result, the providers keep these patients in the hospital for a longer period of time. Administrative/non-acute days are reimbursed at a much lesser rate. The consultant will determine which community-based organizations can offer these individuals housing and social services while they recuperate from their hospitalization. The consultant will prepare a needs assessment, recommend a plan of action and develop a proposed structure for a Homeless Respite Program. A proposal for on-going funding of the Homeless Respite Program will be submitted to the BPHC in future HCH grant applications.
2. A total of \$20,000 will be allocated to the Case Management Unit of the San Mateo County Health Center to fund short-term placement for homeless patients discharged from the Health Center. Case Management will develop agreements with local Board and Care providers to temporarily place discharged homeless patients while they recuperate. This will serve as an interim measure until the Homeless Respite Program is established.
3. A total of \$15,000 will be used by the Health Care for the Homeless Program Office to fund a consultant to develop a strategic plan for the HCH program. The HCH Program underwent a federal Primary Care Effectiveness Review (PCER) audit in September 2000. One of the findings of the PCER and a condition of on-going HCH grant funding, is that the HCH Program should establish a formal strategic planning process which incorporates the efforts of all Health Services divisions around homeless issues. This strategic planning process must include a community needs assessment, a historic assessment and evaluation of data trends and analysis of the health care market and community information regarding gaps in the health care delivery system.
4. A total of \$26,251 will be allocated to the three HCH Program funded sites (Youth and Family Assistance, Jefferson Union High School District and the Public Health Mobile Van) for increased direct services to homeless patients.

## Fiscal Impact

The total amount of the attached ATR is \$131,251. Of this amount, \$86,251 is unobligated funds that are carried over from the federal HCH grant. There is no net county cost as the expenses are reimbursed through the BPHC HCH grant.

RECOMMENDED



---

HEALTH SERVICES DEPARTMENT

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.  
ATR2 017

DEPARTMENT HEALTH SERVICES AGENCY - COMMUNITY HEALTH CLINICS DATE 08-14-01

**1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:**

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	68120	1957	86,251   00	All Other Federal Grants
	57011	2539	25,000   00	IFR - SMCGH
	66025	2521	20,000   00	Interfund Transfer
To	68120	5874	45,000   00	Interagency Agreements - Co.
	68120	5858	32,500   00	Other Professional Contract Svcs.
	68120	6739	8,751   00	All Other Service Charges
	57011	5858	25,000   00	Other Professional Contract Svcs.
	66025	5858	20,000   00	Other Professional Contract Svcs.

Justification. (Attach Memo if Necessary) To account for the balance of rolled over Federal Grant for the Homeless Program. To transfer funding to provide for Consultant with Aging & Adult Serv for the Homeless Respite Program and to the SMCGH Case Management to provide short term placement for homeless patients discharged from SMCGH. The balance will be used to prov services as recommended by the Primary Care Effectiveness Review (PCER). *OK MA 8/30/01*

There is no change in the Net County Cost.

DEPARTMENT HEAD  
BY: *Margaret Taylor* DATE: *9/5*

2.  Board Action Required  Four-Fifths Vote Required  Board Action Not Required

COUNTY CONTROLLER  
BY: *[Signature]* DATE: *9.26*

3.  Approve as Requested  Approve as Revised  Disapprove

COUNTY MANAGER  
BY: *[Signature]* DATE: *9.26*

**DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY**

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

Ayes and in favor of said resolution:

Noes and against said resolution:

County of San Mateo  
 Health Services Agency

ATR/AER Form

Controller's ATR Number

Department: Health Services Agency  
 Division: San Mateo Community Health Clinic-Health Care for Homeless

Type of Transaction:  ATR  AER  
 Status of Transaction:  One-Time  On-Going

Title: Federal Homeless Grant

Justification: To account for the balance of rolled over Federal Grant for the Homeless Program.  
To transfer funding to provide for Consultant with the Aging & Adult Services for the Homeless Respite Program and  
to the SMCGH Case Management to provide short term placement for homeless patients discharged from SMCGH.  
The balance will be used to provide services as recommended by the Primary Care Effectiveness Review (PCER).  
There is no change to the Net County Cost.

TO BP: 68500/66000/57000BPs Total: 131,251.00  
 FROM BP: 68500/66000/57000BPs Total: 131,251.00  
 Net Change: 0.00

From/To	Sub Account	Account Description	Transfer Amt.
	68120 5874	Interagency Agreements - Co	45,000.00
	68120 5858	Other Professional Contract Svcs	32,500.00
	68120 6739	All Other Service Charges	8,751.00
	57011 5858	Other Professional Contract Svcs	25,000.00
	66025 5858	Other Professional Contract Svcs	20,000.00
Appropriation Total			131,251.00
	68120 1957	All Other Federal Grants	86,251.00
	57011 2539	IFR - SMCGH	25,000.00
	66025 2521	Interfund Transfer	20,000.00
Revenue Total			131,251.00
Net County Cost			0.00