



**Annual Evaluation of the Department of  
Children and Families  
Lead Administrative Coordinator  
FISCAL YEAR 2020-2021**

Department of Children and Families  
Office of Administrative Services  
Office of Contracted Client Services

***November 2021***

Shevaun L. Harris  
Secretary

Ron DeSantis  
Governor

# 2020-2021 Annual Evaluation of the Department of Children and Families Lead Administrative Coordinator

## Executive Summary

Section 287.0575, F.S., requires health and human services agencies that have contracts with common providers of service to coordinate monitoring activities and improve efficiency of monitoring. In addition, the law requires coordination within each agency when the agency has more than one contract with a given provider. The Department of Children and Families (Department) Chief of Contract Oversight is the Department’s Lead Administrative Coordinator and continues to meet expectations identified in statute.

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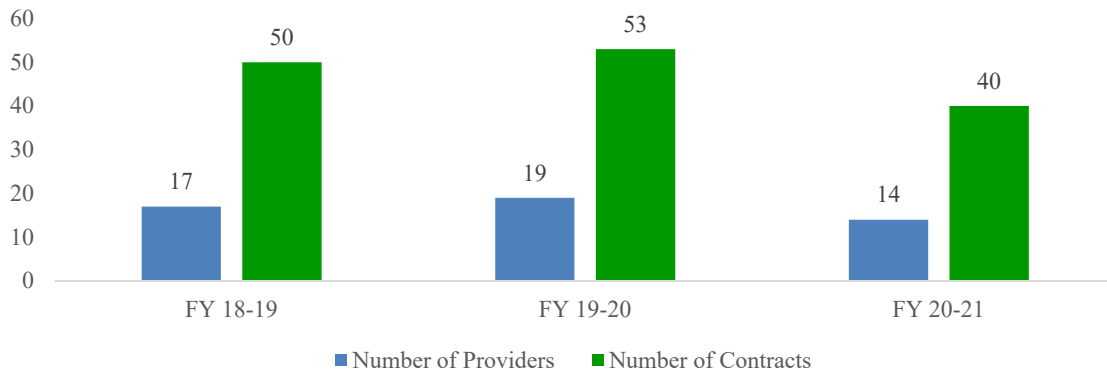
**Background**

Section 287.0575, F.S., requires the coordination of monitoring activities among health and human services agencies that contract with common service providers. The Department established a centralized contract monitoring function and has designated the Chief of Contract Oversight as the Department Lead Administrative Coordinator.

Centralization of monitoring for service providers with more than one contract, allows the Department to improve the efficiency of administrative, programmatic, and fiscal monitoring for all Department contracts.

The number of service providers and contracts for which the Department serves as the Lead Administrative Coordinator decreased overtime due to continued transition to Lead Agency contracts, such as the Managing Entity contracts for Mental Health and Substance Abuse services. The below data represents decline over the last three years.

Number of Providers and Number of Contracts for which DCF is Lead Administrative Coordinator by Fiscal Year



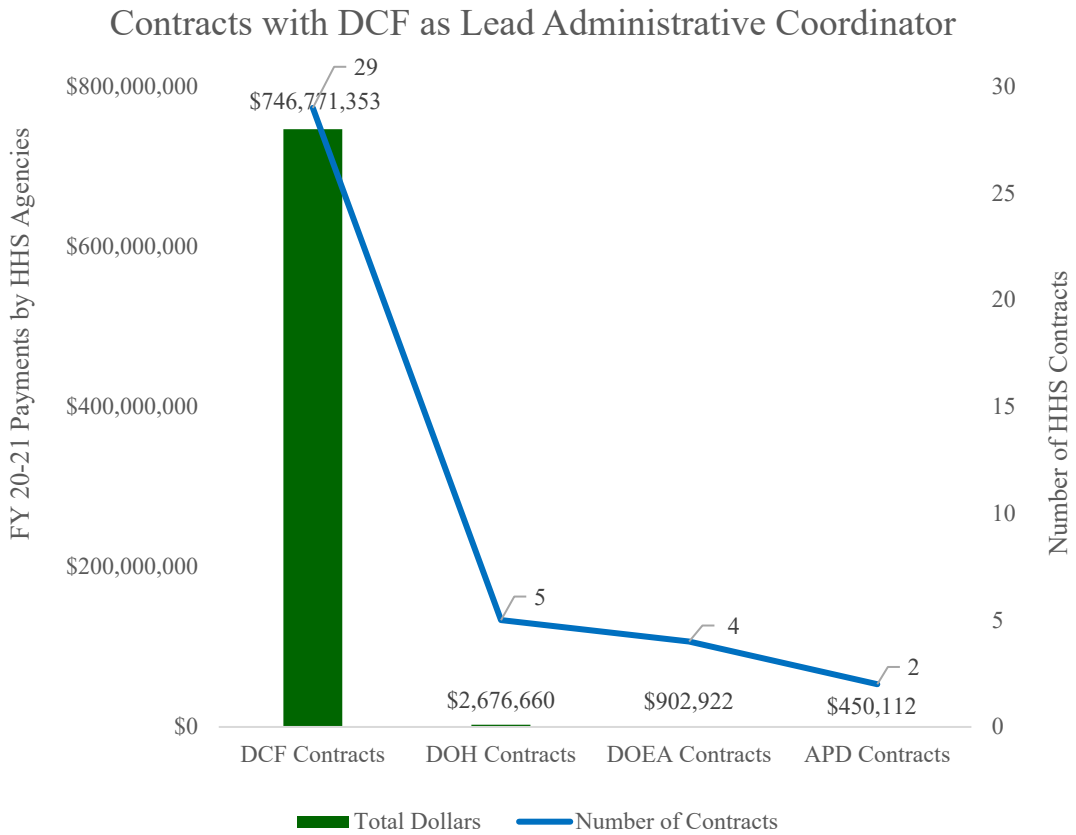
When service providers are shared by more than one health and human services agency, the contracting agencies consider financial obligation of the contracts and come to consensus on the assignment of the Lead Administrative Coordinator. As a result, when looking at the contracts with the Department as the Lead Administrative Coordinator, the payments made by the other health and human services agencies tend to be smaller, and contracts are fewer in number compared to the Department contracts.

Of 14 service providers with the Department as the Lead Administrative Coordinator in FY 20-21, eight held contracts with only the Department. Six providers held contracts with three other health and human services agencies. The following chart shows the number of contracts for which the Department served as Lead Administrative Coordinator and the total contract payments made

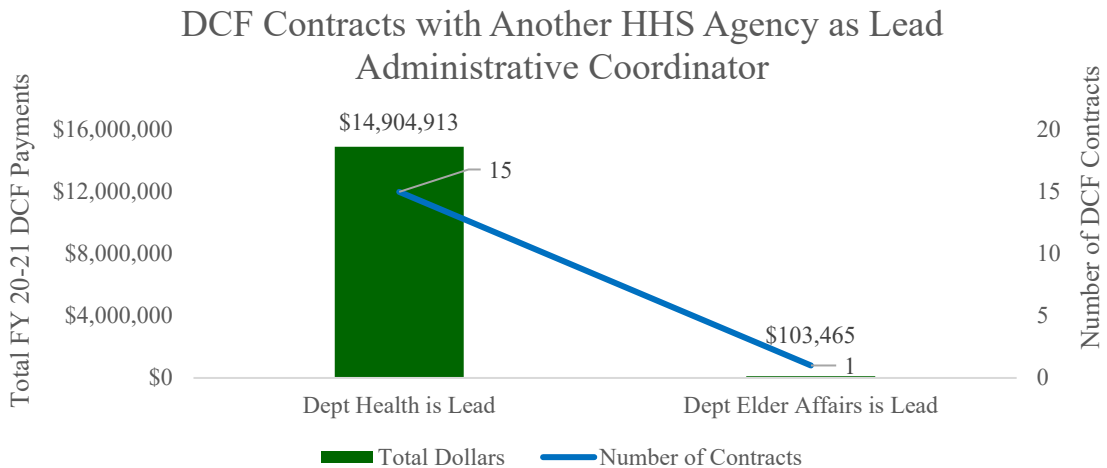


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by the various health and human services agencies in FY 20-21 for these contracts. Please see Table 1 for details.



The following chart shows information about the Department contracts for which another agency, most often Department of Health, serves as the Lead Administrative Coordinator. Please see Table 2 for details.



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**Table 1. Providers and Contracts for which DCF is Lead Administrative Coordinator**

Provider Name	Contract Number	Contract Agency	FY 20-21 HHS Payments
Big Bend Community Based Care d/b/a NWF Health Network	AHME1	DCF	\$86,175,779
	BJ101	DCF	\$75,696,444
Brevard Family Partnership	GJ401	DCF	\$50,442,872
	GJZ01	DCF	\$421,068
Family Support Services of North Florida	DJ038	DCF	\$106,515,619
	EJ003	DCF	\$1,399,232
	DJZ05	DCF	\$650,000
Florida Baptist Children's Homes	TJ504	DCF	\$400,000
	LJ971	DCF	\$250,000
Florida Certification Board	LJ977	DCF	\$557,277
	LH290	DCF	\$36,015
Guidance / Care Center	CODPZ	DOH	\$64,000
	Y6118	DEA	\$2,927
Kids Central, Inc.	PJL04	DCF	\$99,057,116
	PJZ02	DCF	\$752,241
	LJ997	DCF	\$139,325
Lakeview Center	AJ495	DCF	\$12,043,210
	AI102	DCF	\$2,118,140
	KCF12	APD	\$262,112
	WCR02	APD	\$188,000
Lutheran Services Florida (Continued on next page)	EH003	DCF	\$171,651,578
	LK191	DCF	\$1,056,134
	CODMB	DOH	\$618,075
	X9238	DEA	\$594,912

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**Table 1. Providers and Contracts for which DCF is Lead Administrative Coordinator (Continued)**

<b>Provider Name</b>	<b>Contract Number</b>	<b>Contract Agency</b>	<b>FY 20-21 HHS Payments</b>
Lutheran Services Florida (Continued from previous page)	X9208	DEA	\$305,083
	LHZ76	DCF	\$297,657
	CODLS	DOH	\$168,451
	LK188	DCF	\$0
Managed Access to Child Health	LHZ82	DCF	\$100,000
	COQZU	DOH	\$39,012
Miami Dade College	XK059	DCF	\$4,366,014
	LC933	DCF	\$159,073
Ounce of Prevention Fund of Florida	LJ959	DCF	\$45,111,850
	COHS4	DOH	\$1,787,123
	LJ976	DCF	\$65,200
Polk County	LHZ77	DCF	\$266,000
	Y6128	DEA	\$0
Southeast Florida Behavioral Health Network	IH611	DCF	\$86,818,988
	LHZ90	DCF	\$194,000
	LHZ70	DCF	\$30,523

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**Table 2. DCF Providers and Contracts for which Another Agency is Lead Administrative Coordinator**

Provider Name	DCF Contract Number	Lead Admin Coord Agency	FY 20-21 DCF Payments
Florida State University	LC939	DOH	\$1,402,466
	DJ041		\$443,430
	LJ957		\$195,353
	BI205		\$0
Nova Southeastern University	LDZ04	DOH	\$109,145
	LC932		\$104,983
	LDZ05		\$61,875
United Home Care Services	KG072	DEA	\$103,465
University of Florida	LF923	DOH	\$8,800,514
	LJ974		\$413,815
University of South Florida	LJ940	DOH	\$1,669,926
	LJ975		\$761,624
	LH292		\$516,563
	LH289		\$375,000
	LH293		\$50,218
	LHZ68		\$0

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**Annual Evaluation, pursuant to s. 287.0575(7), F.S.**

The Department Lead Administrative Coordinator has met expectations in establishing coordinated systems, improving efficiency, and reducing redundant monitoring activities for state agencies and service providers.

- The Chief of Contract Oversight continues to foster relationships with colleagues in other agencies. During FY 20-21 multiple meetings were held with new colleagues at Department of Health to orient them to the statute.
- The Chief of Contract Oversight conducts electronic tracking of the eligible service providers and can quickly provide reliable information about service providers. All information is maintained in electronic format to enable easy shared within the Department and with other agencies, via email.
- The Chief of Contract Oversight deployed information to all monitoring staff within the Department and regularly monitors the schedule to ensure coordinated measures are used for the applicable service providers.
- The Chief of Contract Oversight advocated for reducing, to the greatest extent possible, the burden on service providers by identifying the most relevant documents to be required by the specific agencies who share a particular service provider instead of applying a generic list of all possible documents for every service provider.
- The Chief of Contract Oversight is flexible in allowing service providers to submit information and documents in any manner that the service provider finds most convenient, providing the manner meets security protocol.
- Documents provided to the Department have been shared when requested by other involved agencies. The Department has obtained documents from other agencies when that agency houses the responsible Lead Administrative Coordinator.
- The Chief of Contract Oversight continues to use electronic communication resources to the extent possible to reduce administrative costs.

Overall, the Chief of Contract Oversight has continued to meet performance expectations as the Department Designated Lead Administrative Coordinator for Fiscal Year 2020-2021.