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# *Minnesota Job Skills Partnership*



## *Healthcare and Human Services Program Annual Report*

January 15, 2001

Minn. Stat. 116L.12

1999 Minn. Laws Chap. 245  
Art. 10 Sec. 5

## **Report Purpose:**

**The purpose of this report is to fulfill the legislative reporting obligations for the Healthcare and Human Service grant program as required under M.S.116L.12 Subdivision 7.**

## **Program History**

The Healthcare and Human Services Training Program (MS 116L.10) was established by the 1999 Minnesota Legislature to:

- 1) Alleviate critical worker shortages specifically in the healthcare and human services industry.
- 2) Increase opportunities for current and potential direct care employees to qualify for advanced employment in the healthcare and human services field through experience, training and education.

Working with Senator Linda Berlin and Senator Sheila Kiscaiden, two of the chief authors of MS 116L.10, MJSP staff clarified legislative intent to create the Healthcare and Human Services Training Program Fact Sheet. The fact sheet was initially distributed to 50 interested parties in June of 1999. Draft applications were created in August of 1999. A workshop on application and materials was held in December of 1999. Twenty-five individuals attended the application workshop. An announcement was placed in the State Register to announce that applications would be considered by the MJSP Board in February 2000.

## **Program Operations for State Fiscal Year 2000**

Federal TANF funds available to the MJSP Board during the fiscal year 2000 totaled \$750,000. On February 28, 2000, the MJSP Board approved two (2) applications totaling \$135,695.

- 1) Southwestern Minnesota Private Industry Council & Minnesota West Community and Technical College, MJSP File #02-28-00-284:

The application was submitted by the Southwestern Minnesota Private Industry Council as the fiscal agent and Minnesota West Technical College. Consortium members include a number of long-term care homes in the Marshall area. The project is designed to address the needs of rural long-term care facilities by reducing staff turnover and increasing advancement opportunities for incumbent workers. The project will train 175 individuals, 120 of whom are TANF eligible, and is scheduled to run from 4/01/00 to 6/30/02. The award amount is \$86,357.00.

Wages after training are expected to range from \$7.05 to \$11.095 an hour.

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According to the project director for Southwestern Minnesota Private Industry Council, training for this project will begin in January of 2001. Partners in this project, which include..., have developed the first tier of training which will focus on self-development, employee effectiveness, conflict management and mentor training. The second tier will focus on core healthcare courses tailored for each trainee. The 175 trainees set to start training this month will include both prospective and current employees. Enrolled trainees include older workers, high school students, TANF recipients and those with limited English skills.

2) Fairview Foundation & Century College, MJSP File #02-28-00-285:

The application was submitted by the Fairview Foundation as the fiscal agent and Century College. Consortium members include two long term care providers in the Northeastern metro area. The project is designed to train high school students who are considering a healthcare career. The project includes hands-on experience at healthcare facilities. Students completing requirements will be eligible to take the Minnesota Nursing Assistant Competency Exam. The project will train 80 individuals and is scheduled to run from 9/01/00 to 6/30/01. The award amount is \$49,218. Wages after training are expected to range from \$8.50 to \$12.22 an hour.

According to the project director for the Fairview Foundation, the project is proceeding successfully. Fourteen students from the Chisago Schools are currently enrolled in the program and are excelling. According to the schools and course instructor at Margaret Parmlly Residence, most of those enrolled are interested in pursuing employment once the course is completed. A second semester program will be offered by Chisago Schools. Fifty-five students were scheduled to begin the program in Forest Lake High School in the second semester. Similar results are expected in the Forest Lake program. In addition to the success of the program with the Chisago students, the program reports some unexpected benefits. Fairview Foundation has been approached by the North Branch School District to assist in setting up a similar program. The participating schools have also agreed to serve as a site for certification testing for all similar training programs in the area.

**Program Operations for State Fiscal Year 2001**

Federal TANF funds available to the MJSP Board during the fiscal year 2001 totals \$750,000. On November 13, 2000, the MJSP Board approved three (3) applications which were submitted. The three grants totaled \$795,631.

3) Southwest Minnesota Healthcare Consortium & Ridgewater Community College, MJSP File #00-11-333:

The application was submitted by the Southwest Minnesota Healthcare Consortium as the fiscal agent and Ridgewater Community College. Consortium members include home care, assisted

living care, acute care and long term care providers. The project is designed to target recruitment and retention efforts to the minority population. It will employ strategies to guarantee a higher success rate for new entrants into the healthcare field. The project will train 245 individuals and is scheduled to run from 01/02/01 to 06/30/02. The award amount is \$525,295. Wages after training are expected to range from \$9.00 to \$10.00 an hour.

4) Workforce Development & Riverland Community College, MJSP File #00-11-334:

The application was submitted by Workforce Development, Inc. as the fiscal agent and Riverland Community College. Consortium members include Freeborn County long term care facilities. The project is designed to train Spanish-speaking MFIP recipients in the Freeborn County area who are interested in careers as nursing assistants. The project will train 63 individuals and is scheduled to run from 11/14/00 to 06/30/02. The award amount is \$145,000. Wages after training are expected to range from \$8.20 to \$8.50 an hour.

5) Rochester Community & Technical College & Karrington Cottages/Sunrise Assisted Living, MJSP File #00-11-335:

The application was submitted by the Rochester Community & Technical College as the fiscal agent and Karrington Cottages/Sunrise Assisted Living. The project is designed to address the healthcare labor shortage by focusing training efforts on Rochester's Somalian community. The project. The project will train 30 individuals and is scheduled to run from 01/01/01 to 06/30/02. The award amount is \$125,336. Wages after training are expected to range from \$8.50 to \$10.50 an hour.

**Evaluation:**

**Legislative Recommendations**

On January 24, 2000, a special meeting was held by the MJSP Board to consider the need for legislative or programmatic changes to the Healthcare and Human Training Program. After discussing concerns, the Board issued the following recommendations:

- 116.L.10 is unnecessary to the administration of the program and should be eliminated.
- 116.L. 11 should be amended to state "a qualifying consortium must include a public or private institution of higher education and one eligible employer."
- 116L.12 Subdivision 2, Fiscal Requirements, is unnecessary to the administration of the program and should be eliminated.
- 116L.12 Subdivision 5, Local Match Requirements, should be amended to match the 1:1 match requirements as set forth in 116L.02
- 116L. 12 Subdivision 7, Evaluation, This section is ambiguous. This section should be eliminated.

**Actions taken on Legislative Recommendations:**

The legislature has not yet made any changes to 116L. Staff has made changes to the Healthcare and Human Services Grant Application to clarify the 1:1 match requirement for the program and clarify that an institution of higher education must be part of a qualifying consortium. Staff will continue to evaluate the success of the Healthcare and Human Services Training Program consistent with the provisions of 116L. 12, Subdivision 7, as long as that provision of the statute is in effect.

### **New Legislative Concerns:**

- Congressional re-authorization of the Federal TANF Program

New concerns for the program have arisen in light of the fact that the Federal TANF Program is scheduled for re-authorization in June of 2002. Currently, the Healthcare and Human Services Training Program is funded entirely by Federal TANF funds. All participants in this program who are being trained with MJSP funds must be TANF qualified. Funding for this training is being provided from monies allocated to the MJSP through the Minnesota Department of Human Services.

After September 30, 2002, the Federal TANF program is subject to re-authorization by Congress. While re-authorization seems likely, it is not guaranteed. Federal TANF monies are available to pay for services provided to trainees through June 30, 2003. Reimbursement for training provided to trainees through June 30, 2003 may be made until September 30, 2003. MJSP staff has recommended that current Healthcare and Human Services Grant recipients structure training to utilize TANF funds by June 30, 2002 to assure that they will be fully reimbursed with funds that have already been allocated for this purpose.

### **Programmatic Concerns**

At the January 24, 2000 meeting, the MJSP Board also considered programmatic concerns. After discussing concerns, the Board issued the following recommendations:

- Allowable costs are not addressed in the legislation. The same standards set by the Job Skills Partnership program should be utilized.
- Lack of flexibility in use of federal TANF funds may create a barrier to small employers interested in this program. Changes to the federal guidelines should be pursued.
- All program funds should be available until expended.

### **Actions Taken on Programmatic Recommendations:**

Staff has been using the same standards to evaluate the allowable costs of Healthcare and Human Services Applications as those used in the evaluation of other MJSP programs.

There is anecdotal evidence that unfamiliarity with TANF eligibility and reporting requirements

may have discouraged prospective healthcare providers from submitting a Healthcare and Human Services Application. MJSP, in collaboration with DHS, is planning a TANF information session to address questions and concerns about compliance with TANF requirements. The information session will be held in early 2001. It is recommended that the individual or individuals that will be screening trainees for your project attend this session. This workshop could be adapted for prospective applicants should the Healthcare and Human Services Program be re authorized.

\$1,500,000 has been allocated to the Healthcare and Human Services for fiscal years 2000-2001. Currently, \$931,246 of those funds have been allocated to the five projects funded by the MJSP Board. This leaving a balance of \$568,754. The primary concern with awarding this money to future projects is the possibility that TANF may not be re-authorized. Currently, reimbursement is only assured through June 2003. Most MJSP training projects last approximately three years.

### **New Programmatic Concerns:**

#### **Contractual Agreement Between DHS and DTED**

- Contractual Agreement Between DHS and MJSP for distribution of TANF funds
- Use of MJSP Funds for "Assistance"
- Use of TANF funds for training Non Citizens

#### **Actions Taken on New Programmatic Concerns**

As previously mentioned, funding for this training is being provided from monies allocated to the MJSP through the Minnesota Department of Human Services. On November 2, 2000, DHS and MJSP signed an interagency agreement to reimburse MJSP for funds expended on the Healthcare and Human Services Training program. The contract also establishes a reimbursement and reporting schedule.

Healthcare and Human Services Grant recipients are responsible for screening potential trainees for TANF eligibility and providing MJSP with information on the trainees enrolled. This information will be used to verify eligibility. MJSP is responsible for forwarding this information to the Department of Human Services (DHS), which will verify that all participants are eligible. This information is protected by the Minnesota Data Practices Act and will be used only to verify eligibility.

MS 116L. 13 Subdivision 2 (5) provides that child care may be provided to trainees during training as an incentive to participating in training. MS 116L. 13 Subdivision 2 (6) provides that transportation for trainees to training may be provided as an incentive to participating in training.

MJSP staff has determined that providing this type of type of assistance to trainees using TANF funds would require grantees to comply with complicated reporting requirements. MJSP staff has

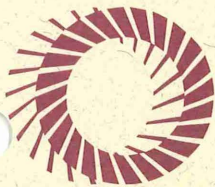
recommended that, while such incentives may be provided to trainees as part of a Healthcare and Human Services training project, MJSP funds should not be used to pay for child care for trainees during training and transportation of trainees to training.

TANF funds may be used to pay for the training of certain eligible non citizens. Several of the Healthcare and Human Services projects currently funded will draw trainees from immigrant communities. The procedure for determining non-citizen eligibility for the program will be part of the training offered to grantees in the January 2001 TANF training session.

Appendix A  
Healthcare and Human Services Grant Program

1) Fact Sheet

2) Newspaper Article, Chisago County Press



## **Health Care and Human Services Training Program**

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- Program Purpose:** To alleviate worker shortages in the health care and human services industries and to increase opportunities for current and potential direct care employees to qualify for advanced employment in the health care and human services fields through training and education.
- How it Works:** Grants are awarded to qualifying consortiums to provide training.
- Eligible Applicants:** Consortiums may include employers within the health and human services industry, work force centers, and counties. A public or private higher education institution and at least one employer must be present in the consortium.
- Minimum Requirements:** All projects must include at least one educational institution and one eligible employer. Consortiums must provide at least a 50% match for grant funds awarded through cash or in-kind contributions from local resources.
- Eligible Projects:** The board shall make grants to eligible consortia to operate local, regional, or statewide training and retention programs.
- Ineligible Activities:** Grants may not be made to alleviate shortages of physicians, physicians assistants, or advanced practice nurses.
- Maximum Available:** Grants must be within the limits of available appropriations. Current appropriations are \$750,000 for FY 2000-01.
- Other Funds Available:** Partnership/Pathways grants and Hire Education Loan Program.
- Terms:** It is expected that projects will operate up to three years. The grantee agreement must be executed within 90 days from the date of the award or the agreement becomes null and void.
- Application Accepted:** On a year round basis through a grant application process. Grants, pending the availability of funding, are generally approved on a quarterly basis.
- Approving Authority:** Minnesota Job Skills Partnership Board
- Disbursement of Funds:** Costs are paid on a reimbursement basis.
- Contact:** To request additional information or a grant application, please contact the Minnesota Job Skills Partnership at 651/296-0388, or if you would like a grant application e-mailed to you, please e-mail MJSP at [sharon.eiden@state.mn.us](mailto:sharon.eiden@state.mn.us).



High school students practiced patient care in simulated hospital room at school.

*Healthcare vacancies spur creative approach*

## Multiple partners in local area make unique, real life course available

BY DENISE MARTIN

It's called "Introduction to Health Care," but the course, new to the Chisago Lakes High School this fall, is *much more* than its name implies. The Fairview Health System, Chisago Lakes School District, Parmly Residence and Forest Lake School District, are all working under a grant program, alongside Minnesota Job Skills and East Metro School to Careers programs. As a cooperative effort they bring an innovative instructional course that Betty Hestekin, representing Fairview Community Outreach, says has everybody excited.

Hestekin said the concept is so new, that for now, there's nobody else even applying for, or competing for funding against the local grant.

The excitement factor is apparent in students, instructors and community volunteers, Hestekin continued.

She says students are anticipating taking a course that is directly tied to career opportunities and hands-on work, including site visits to places like a veterinary clinic and nursing home. There are a required 24 "clinical" hours of instruction included in the course, some of which also happen off-site from the school building.

Local health care professionals are also excited and have signed up to give 12 presentations to the students.

Hestekin said even Fairview Auxiliary is getting involved and has plans to support the course wherever it can.

The shortage of skilled healthcare providers can not be over-stated. All the journals and help-wanted pages

carry loads of openings for positions in the field. The Press ran a story two weeks ago on Board of Social Ministry concerns about meeting staffing demands at one local nursing home, and the state director of the housing group, representing long term care facilities recently told the Chisago County Board there is a crisis looming in staffing.

Mary Cordts, Administrator at Parmly Residence, in Chisago City, told the Chisago Lakes School Board, "...this society doesn't do much to promote caring professions." Cordts says this course is a first step toward getting younger workers involved in those types of caring professions.

Diane Menard, Chisago Lakes School coordinator for the program, added that the students taking "Intro to Healthcare" are also seeing how other classes relate to real life. She says students experience how important math is, for instance, to keep charts, measure, compile patient data, and they see how sciences fit into daily life. The benefits of this probably won't be measurable, but they exist, she added.

In Chisago Lakes, 15 juniors and seniors are taking "Intro to Healthcare" this semester. For the full year there are 40 students projected to be enrolled. (In Forest Lake 60 are projected.)

Fairview applied for the state grant, and Parmly agreed to offer its facility for the clinicals, as part of "matching" commitments required. The school district use of the classroom also

counts toward the matching amount. The grant pays for the instructor and busing to off-site visits.

Hestekin explained that the hope is the Minnesota Job Skills Partnership continues to be a source of funding to continue the course in future years.

### Wheelchairs and labcoats

A simulated laboratory/hospital room has been set up in the old teacher breakroom at Chisago Lakes Senior High. (The course needs a sink available.) There's wheelchairs and other equipment stored there, and the students even have a supply of uniforms that healthcare workers would wear.

Hestekin said students get preliminary instruction on all levels of care in patient-style situations, using life-sized dummies comparable to the Resussi-Annie-style mannequins.

"The exposure to the healthcare field in general is a great way for students to see if they want to become doctors or nurses, or who want to develop skills for jobs right away in the market," she explained. She said one of the two males in the course told her he was interested in becoming a doctor, but he thought he'd learn first if he truly enjoyed caring for people.

Students can come out of this course with post-secondary credits for becoming a certified nurses' aide. Menard explained that the credit transfer and agreement needed with colleges are still being crafted, but the course is acknowledged by Century College, for one.