

**Administrative Agency Report
Submitted to the
Austin Area Comprehensive HIV Planning Council
December 19, 2017**

I. PART A & MAI GRANTS ADMINISTRATION/ MANAGEMENT UPDATE

A. HRSA Site Visit Update

We have a new tentative date for our site visit. The visit will take place during the April 23-27, 2018 time period.

B. Ryan White FY17 Part A Overall Expenditure Summary (March 2017 to February 2018)

The FY17 Part A overall expenditure estimates are shown below. Approximately sixty six percent (66%) of funds have been billed through November of 2017. Table 1 below shows the overall expenditure summary. Monthly service category expenditures are provided to the Allocation Committee.

CATEGORY	Budgeted Amount	Expended Amount	Percent Expended
DIRECT SERVICES	\$4,260,306	\$2,940,332	69%
ADMINISTRATION (Including Planning Council Support)	\$483,120	\$ 296,019	61%
Quality Management	\$241,556	\$ 76,490	32%
TOTAL	\$4,984,982	\$ 3,312,841	66%

II. CLINICAL QUALITY MANAGEMENT ACTIVITIES

- The CQI Committee met on December 14th. Topics included: service provider CQI project updates; ARIES data quality; site visit monitoring of standards of care, health outcomes data; Central Health Equity Policy Council’s Routine Opt-Out HIV Screening policy initiative, and the Austin Getting to Zero Coalition.
- A CQI subcommittee will convene in January to discuss community priorities for HIV health outcomes data reporting, with focus on viral load.
- Site visit monitoring of all Part A agencies during November-December included service category standards of care monitoring.
- A non-violent crisis intervention training program has been scheduled for February 6, for HIV services staff to learn techniques for de-escalating potentially dangerous situations.
- The 2017 Ryan White Services Report (RSR) training for service providers took place on December 4th.

- Data clean-up for the RSR is continuing; however, with the upgrades to ARIES, this year's RSR process is going more smoothly.
- No client complaints/grievances have been reported.

III. CLIENT COMPLAINTS

- No client complaints/grievances have been reported.

IV. HRSA/HAB/DSHS NEWS AND EVENTS

The HIV/AIDS Bureau (HAB) has posted to its website a [dear colleague letter](#) in reference to HAB Policy 11-06 AIDS Drug Assistance Program (ADAP): Use of Funds, Eligibility, and Formulary Parity, Administration, Quality Assurance and Cost-Savings. This letter announces the retirement of HAB Policy 11-06 and lists existing HAB Policy Clarification Notices which address issues related to the implementation and funding of ADAPs.