



Business Plan 2007 – Division of Environmental Health - Florida Department of Health

Mission: "Promote and Protect Health"

Vision: "Healthier Floridians"

Goal: To prevent disease of environmental origin

Bureau of Community Environmental Health – GROUP CARE PROGRAM

Trends and Conditions:

In this day and age, people are spending an increasing amount of their lives in institutional settings, starting with early childhood enrolled child care, through the school age years attending educational facilities, and then moving to assisted living in the post retirement years. The current objective and overall program goal of the group care facilities program remains focused on ensuring good sanitary health and safety practices exist for the welfare of people dependent upon the institution in which they reside or attend. Program responsibilities include ensuring facilities meet minimal health and safety standards for the environment; maintaining/revising standards applied by rule; supervising the enforcement of laws and rules pertaining to sanitation, control of communicable diseases, the protection and safety of the public's health; and also preventing accidents, injuries, or death from occurring in group care facilities. These responsibilities continue to expand as an institution becomes more complex to meet the growing needs of present day society. CHDs ensure compliance with applicable environmental health laws and rules by conducting inspections, providing public education, performing epidemiological investigations and complaint investigations in the group care programmatic area.

Division Cost: \$109,792

Division Positions: 1

County Program Cost: \$6,372,738

County Positions: 105

There are two categories of group care facilities, residential facilities and non-residential facilities. Residential facilities consist of Assisted Living Facilities, Adult Family Care Homes; Foster Homes; Intermediate Care Facilities/Developmentally Disabled (ICF/DD); Residential Drug Treatment Centers; Hospice Residential Units; and other 24 hour residential care facilities. Non-residential facilities consist of Child Care Facilities and Schools.

The first 2006 measure, to complete the revision process for Chapter 64E-12 of the Florida Administrative Code in accordance with Chapter 120 of the Florida Statutes, was not completed. This is due to several factors one of which greatly disrupted the time line. We met with the Agency for Persons with Disabilities (APD) in May. The result of this meeting was APD wanted an opportunity to survey their facilities to determine the impact, if any, of the proposed changes. In late October, we received the preliminary information regarding the APD survey results. We then needed to request follow up information to understand the survey results and get a copy of the actual survey questions. This information later followed in November. As a result the draft rule was revised in December. The "Notice for Proposed Rule Making" was drafted and submitted for routing in December. After initial review, it was determined that additional formatting changes were needed. These changes will be implemented and the routing will resume in late February 2007. Every effort will be made to have the rule revision process completed by May 31, 2007.

The second 2006 measure to complete rule revision process for Chapter 64E-13, Florida Administrative Code, in accordance with Chapter 120 of the Florida Statutes has made progress in developing the existing draft language. We have received input from several CHD field staff and incorporated language in response to parental complaints regarding issues that the current rule does not address, such as pre-k



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programs with diaper changing stations not equipped with sanitizer or hand washing sinks and nap-time without mats for the children. During the 2007 group care trainings, we will continue to notify CHD staff that the rule is being revised and ask for input and review of the proposed changes.

The third 2006 measure, to revise Chapter 64E-10 has not begun. However, we have just recently assigned our intern Jennifer Lawrence to assist with some of the rule revision duties. This rule revision will begin by March 2007.

The purpose for intensely focusing on revising two of the group care rules and the sanitary facilities rule is to improve the health, safety, and sanitation of the facilities in which the public may spend the majority of their time. This strategy was derived from the 2007 Division Strategic Plan objectives.

Short Term Objectives

By May 31, 2007:

- Revise the group care program rules in accordance with the business plan measures, benchmarks and strategies.

Long Term Objectives

By January 1, 2009:

- Conduct a broader assessment of the department’s role in regulating group care facilities looking at the department’s current mission, the type of facilities currently being regulated, the frequency of inspection, program costs and funding sources, overlap with other environmental health programs, overlap with other state agencies and how the program compares to similar programs in other Southeastern states.

By January 1, 2010:

- Within the limits of the bureau’s authority, make adjustments to the program based on the assessment conducted in 2009 or make proposals for review by the appropriate authorities within the department.



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Measure #1: Complete the rule revision process for Chapter 64E-12, Florida Administrative Code, in accordance with Chapter 120, Florida Statutes. The revision will be achieved by June 30, 2007.

Division Strategic Plan		Strategy	Benchmark	Responsible Party	Target Date	Status
Objectives #1 and #3	1. Be the best communicators and educators.	Finalize and adopt rule language that addresses the concerns of all stakeholders.	As stated in strategy.	Robin Eychaner	May 31, 2007	Preparing for public hearing announcement. 1-07 RE
	3. Promote and support training and innovation.	<ul style="list-style-type: none"> Advertise rule amendment for public hearing. 	Advertise amendment in accordance with the Chapter 120, FS, rule making process.	Robin Eychaner	March 1, 2007	Not completed A document to advertise has been prepared and some final formatting changes need to be made before routing up through to the chain of command. RE 1-07
		<ul style="list-style-type: none"> Conduct public hearings regarding the rule amendment. 	Public Hearing(s) have been conducted in accordance with the Chapter 120, FS, rule making process.	Robin Eychaner	March 21, 2007	Pending completion of the previous step. Date will be announced in the FAW. RE 1-07
		<ul style="list-style-type: none"> Filing the rule for adoption 	Final rule is filed for adoption in accordance with the Chapter 120, FS, rule-making process.	Robin Eychaner	May 30, 2007	Pending completion of the previous steps. RE 1-07
		<ul style="list-style-type: none"> Educate & train CHD staff regarding rule revisions & the coordinating inspection form. 	Conduct statewide training.	Robin Eychaner	Summer/Fall, 2007 (prefer Jun. through July)	Pending completion of the previous step.



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Measure #2: Complete rule revision process for Chapter 64E-13, Florida Administrative Code, in accordance with Chapter 120 of the Florida Statutes, to improve the safety, health, and sanitation standards for children and young adults attending educational school facilities. The revision will be achieved by April 1, 2008.

Division Strategic Plan		Strategy	Benchmark	Responsible Party	Target Date (up to 18 months)	Status
Objectives #1 and #3	1. Be the best communicators and educators.	Develop <u>and adopt</u> rule language that addresses the concerns of all stakeholders.	As stated in strategy.	Robin Eychaner	May 1, 2007	We have a working draft revision of 64E-13, FAC, updating standards to address current environmental health practices and standards. RE 1-07
	3. Promote and support training and innovation.					
		<ul style="list-style-type: none"> Complete working draft and route for approval. 	Draft is completed and approved by Supervisor, bureau chief, & division director	Robin Eychaner	June 1, 2007	We have feedback from DOE regarding their suggested changes to the existing rule in comparison with their standards. We have also incorporated more items related to child care with the increased services to pre-K children in many schools. We have received suggested language and ideas from several CHD field staff in recent months, which are being incorporated into the draft. RE 12-06
		<ul style="list-style-type: none"> Prepare and file the notice of Rule Development/Workshop for the FAW. 	Notice of Rule Development/Workshop is filed in accordance with the Chapter 120, FS, rule-making process.	Robin Eychaner	July 1, 2007	Not completed. Draft language currently exists. RE 01-07
	<ul style="list-style-type: none"> Conduct workshops for rule amendment. 	Workshops are conducted.	Robin Eychaner	September 1, 2007	Pending completion of the previous steps.	



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						RE 01-07
		<ul style="list-style-type: none"> Conduct public hearing regarding the rule amendment. 	Public hearing(s) have been conducted in accordance with the Chapter 120, FS, rule-making process.	Robin Eychaner	February 1, 2008	Pending completion of the previous steps. RE 01-07
		<ul style="list-style-type: none"> File final rule for adoption. 	Final rule is filed for adoption in accordance with the Chapter 120, FS, rule-making process.	Robin Eychaner	April 1, 2008	Pending completion of the previous steps. RE 01-07



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Measure #3: Complete rule revision process for Chapter 64E-10, Florida Administrative Code, in accordance with Chapter 120 of the Florida Statutes, to improve the safety, health, and sanitation standards for all adults and children, including the elderly and the disabled using sanitary facilities covered by this Chapter. The revision will be achieved by March 31, 2008.

Division Strategic Plan	Strategy	Benchmark	Responsible Party	Target Date	Status	
Objectives #1 and #3	1. Be the best communicators and educators.	Develop <u>and adopt</u> rule language that addresses the concerns of all stakeholders.	As stated in strategy.	Robin Eychaner	March 21, 2007	Currently, 64E-10, FAC, needs updates to reflect current environmental health practices and standards, especially public usage rights. We will be working with Jennifer Lawrence to help with the initial rule revision announcement in the FAW. RE 2-07
	3. Promote and support training and innovation.	<ul style="list-style-type: none"> Complete working draft and route for approval. 	Draft is completed and approved by Supervisor, bureau chief, & division director	Robin Eychaner or current EH intern	April 18, 2007	Pending completion of a draft. RE 12-06
		are and file the notice of Rule Development <u>and</u> Workshop for the FAW.	Notice of Rule Development/Workshop is filed in accordance with the Chapter 120, FS, rule-making process.	Robin Eychaner or current EH intern	May 15, 2007	Pending completion of the draft. RE 12-06
		<ul style="list-style-type: none"> Conduct workshops for rule amendment. 	Workshops are conducted.	Robin Eychaner	July 1, 2007	Pending completion of the previous steps.
		<ul style="list-style-type: none"> Advertise rule amendment for public hearing. 	Advertise amendment in accordance with the Chapter 120, FS, rule-making process.	Robin Eychaner	September 1, 2007	Pending completion of the previous steps.
		<ul style="list-style-type: none"> Conduct public hearings regarding the rule amendment. 	Public hearing(s) have been conducted in accordance with the	Robin Eychaner	October 15, 2007	Pending completion of the previous steps.



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			Chapter 120, FS, rulemaking process.			
		<ul style="list-style-type: none"> File final rule for adoption. 	Final rule is filed for adoption in accordance with the Chapter 120, FS, rule-making process.	Robin Eychaner	December 1, 2007	Pending completion of the previous steps.
		<ul style="list-style-type: none"> Update 150-4 Chapter addressing sanitary facilities. 	Language is approved by Supervisor, Bureau Chief & Division Director	Robin Eychaner	February 1, 2008	No language currently exists. RE 12-06