

# 1991 ANNUAL REPORT

City of the Minnesota Department of Human Services Residential Management Division

An Equal Opportunity / Affirmative Action Employer

***Minnesota Department of Human Services***  
***Mission Statement***

The Department of Human Services, in partnership with the federal government, county and other public, private, and community agencies throughout Minnesota, is a state agency directed by law to assist those citizens whose personal or family resources are not adequate to meet their basic human needs. It is committed to helping them attain the maximum degree of self-sufficiency consistent with their individual capabilities. To these ends, the Department will promote the dignity, safety, and rights of the individual, and will assure public accountability and trust through responsible use of available resources.

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## *Fergus Falls Regional Treatment Center*

North Union Avenue • Box 157  
Fergus Falls, Minnesota 56538-0157  
(218) 739-7200

Accredited by the Joint Commission on Accreditation of Healthcare Organizations

*Elaine J. Timmer*  
Chief Executive Officer

*Leonard E. Woytassek, M.D.*  
Medical Director

December 1991

*Dear Friends,*

I am pleased to release the fiscal year 1991 report from the Fergus Falls Regional Treatment Center. The data and information contained in this report defines service and utilization from July 1, 1990 through June 30, 1991.

The year was marked by continued progress toward our goal to provide quality inpatient services to individuals in crisis and to return clients to the community at their highest possible level of functioning. As the "safety net" for the counties and other service providers in northwest and west central Minnesota, the FFRTC routinely admits individuals whose developmental disability, mental illness, or chemical dependency problems are the most difficult to treat. I salute our trained, professional and dedicated staff who, through their individual expertise and contributions to the interdisciplinary team process, provide excellent care for our challenging clients. We will continue to explore new roles and functions for our facility and staff to meet the changing needs of our clients and the service system in the region.

During FY1991 the FFRTC also continued to work with architects for improvements to the physical plant. A major project is completion of design development for a 100-bed replacement facility for the mental health program. When built, the new hospital will provide for enhanced client services, while allowing for more efficient operation. A second project, the remodeling of an existing building into a skilled nursing facility, has been suspended for the time being.

As we progress into the decade of the 90's, it is evident that the future will continue to bring both challenges and opportunities for all human service agencies. We look forward to working with you as partners in providing needed services to the residents of north-western Minnesota.

Sincerely,

*Elaine J. Timmer*

Elaine J. Timmer  
Chief Executive Officer

# *Fergus Falls Regional Treatment Center*

## *Management Group*

ELAINE J. TIMMER - Chief Executive Officer .....	(218) 739-7224
MICHAEL S. ACKLEY - Assistant Administrator .....	(218) 739-7260
LEONARD E. WOYTASSEK, M.D. - Medical Director .....	(218) 739-7430
CAROL HOVLAND - Program Director - Drug Dependency Rehabilitation Center .....	(218) 739-7274
WILLIAM KLEIN - Program Director - Mental Health Division .....	(218) 739-7263
MICHAEL FITZGERALD - Program Director - State Regional Residential Center .....	(218) 739-7329
PAT MADDEN, R.N. - Director of Nursing .....	(218) 739-7250
DAVID AANES - Director - Planning and Evaluation .....	(218) 739-7206
DOUGLAS C. BOYER - Director - Personnel Department .....	(218) 739-7294
NEIL M. HERMAN - Director - Staff Development Department .....	(218) 739-7366

## *Advisory Committee Members*

### *Mental Health Division*

JOYCE COLE - Wheaton  
GARY ERICKSON - Fergus Falls  
THOMAS FAWCETT - Fergus Falls  
DAVID FJOSLIEN - Brandon  
KERMIT HANSON - Thief River Falls  
DOROTHY HANSON - Thief River Falls  
BONNIE HAUGEN - Moorhead  
MARILYN MOEN - Fergus Falls  
FATHER ED SCHEFERS - Glenwood

### *Drug Dependency Rehabilitation Center*

BUD ANDERSON - Moorhead  
LOWELL ENERSON - Oklee  
JERRY GULLICKSON - Moorhead  
ROBERT HOFFMAN - Richville  
CARMON JACKSON - Fergus Falls  
LEVI MAHLEN - Erskine  
CHUCK RICHARDS - Thief River Falls

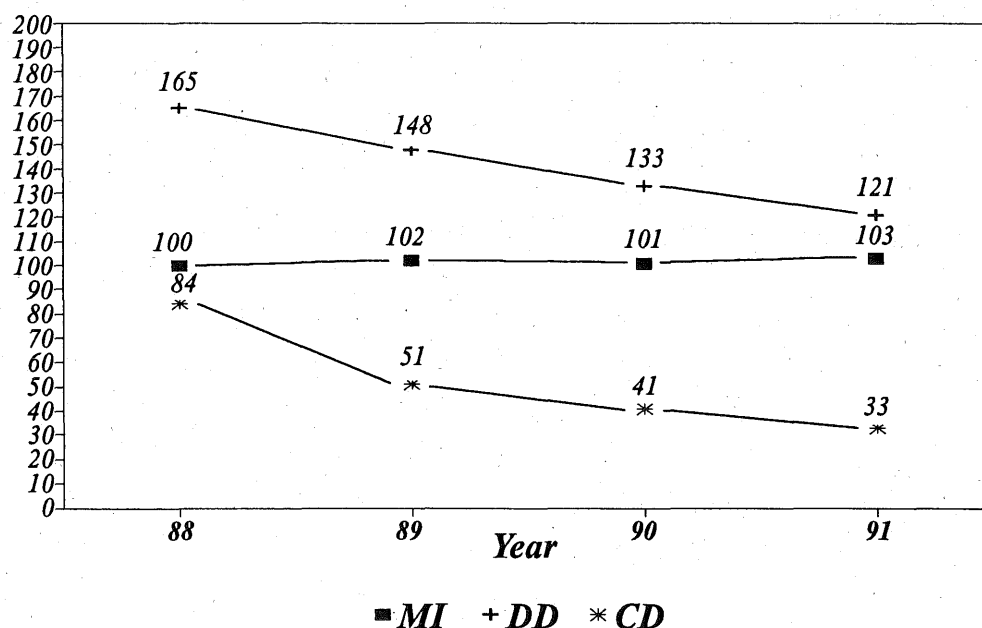
## *Fergus Falls Regional Treatment Center Admissions - Discharges - Average Daily Census*

<i>Fiscal Year 1990-1991</i>				
	<i>Admissions</i>	<i>Discharges</i>	<i>Total Patient/ Resident Days</i>	<i>ADC</i>
<i>MI</i>	303(7)	324(14)	37,653	103
<i>DD</i>	8	17	44,120	121
<i>CD</i>	599(14)	613(7)	10,975	30
<b><i>TOTAL</i></b>	<b>910</b>	<b>954</b>	<b>92,748</b>	<b>254</b>

( ) = transfers in or out from other FFRTC programs

Key: MI - Mental Illness DD - Developmental Disability CD - Chemical Dependency

### *Average Daily Census Fiscal Years*



*Admissions to Fergus Falls Regional Treatment Center by County of Residence,  
Disability Group and Status for Fiscal Year 1990-1991.*

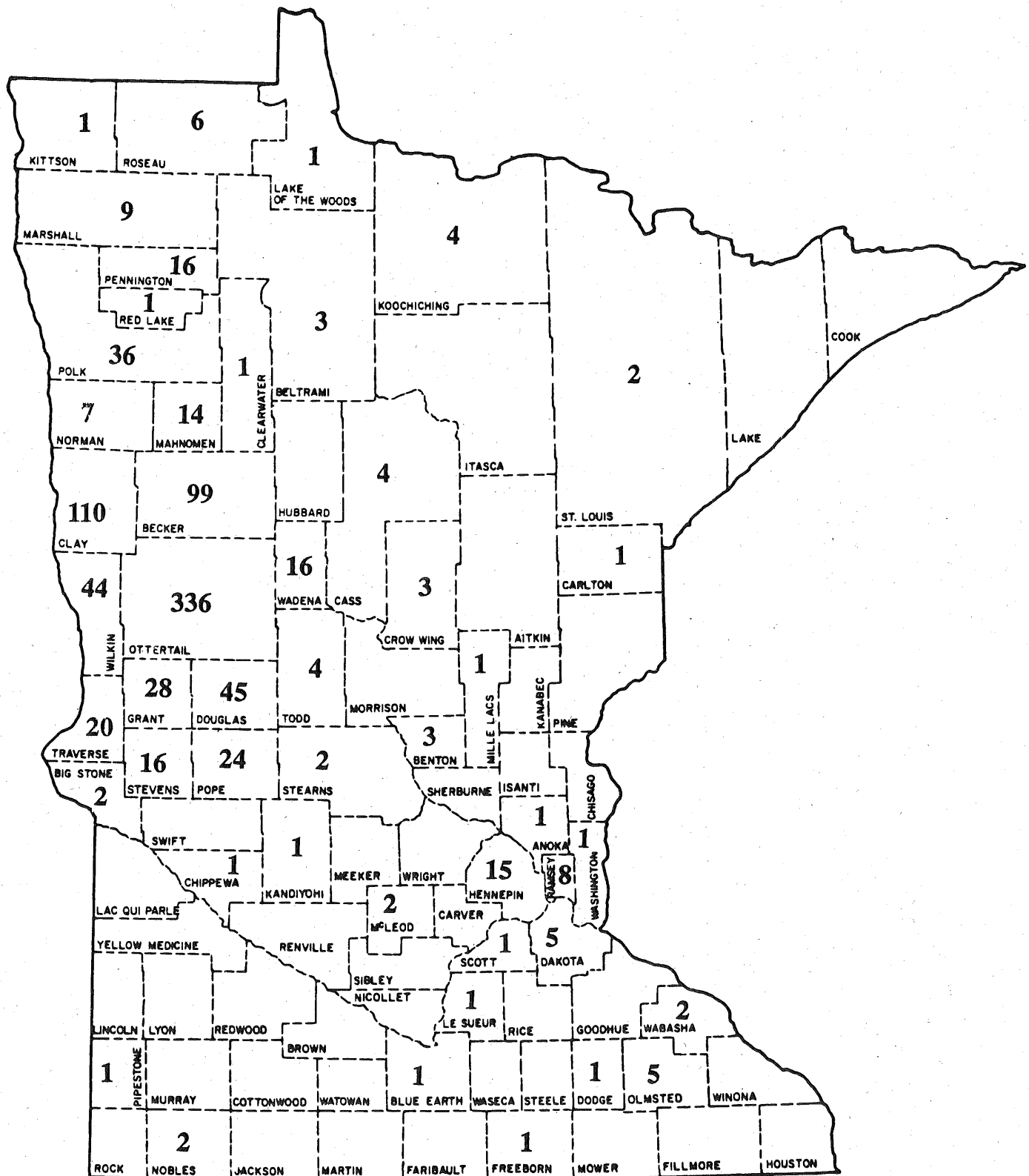
	Chemical Dependency									Mental Illness							Developmental Disability		
	informal	committed	hold order	emergency	transfer	informal detox	emergency detox	TOTAL	rate per 10,000	informal	committed	hold order	emergency	transfer	TOTAL	rate per 10,000	emergency	temporary care	TOTAL
Becker	14	2	4	3		10	33	66	24	6		2	24	1	33	12			
Clay	45		6			6	9	66	13	5	4	11	22	1	43	9	1		1
Douglas			1	1	1	5	9	17	6	2	1	2	23		28	10			
Grant						1	21	22	35	1			5		6	10			
Otter Tail	24		5	2	1	75	163	270	53	5	1	1	57		64	13	1	1	2
Pope	1					1	7	9	8	3			12		15	14			
Stevens	1		2				6	9	8	1			6		7	7			
Traverse	10		1			2	1	14	31	1			5		6	13			
Wilkin	13					8	8	29	39	1	1	1	12		15	20			
Subtotal	108	2	19	6	2	108	257	502	222	25	7	17	166	2	217	96	2	1	3
Kittson	1							1	2							0			
Mahnomen						1	5	6	12	2			6		8	16			
Marshall	3							3	3		4	2			6	5			
Norman	1							1	1	1			5		6	8			
Pennington	1	1	1			1		4	3	3	6	2	1		12	9			
Polk	10		1	1			4	16	12	5	5	1	7		18	14		2	2
Red Lake						1		1	2							0			
Roseau	1							1	1	2	2		1		5	3			
Subtotal	17	1	2	1	0	3	9	33	3	13	17	5	20	0	55	6	0	2	2
Other *	26	14	2	1	8	4	9	64		1	1	4	10	15	31		0	3	3
TOTAL	151	17	23	8	10	115	275	599		39	25	26	196	17	303		2	6	8

Key: C.D. = Chemical Dependency    M.I. = Mental Illness    D.D. = Developmental Disability

\* Other admissions by county:

	C.D.	M.I.	D.D.		C.D.	M.I.	D.D.		C.D.	M.I.	D.D.
Anoka	1			Dodge	1			Pipestone	1		
Beltrami	3			Freeborn	1			Ramsey	4	4	
Benton	2	1		Hennepin	7	8		St. Louis	1		1
Big Stone	1	1		Kandiyohi		1		Scott			1
Blue Earth	1			Koochiching	4			Stearns	1	1	
Carlton	1			Lake O' Woods		1		Todd		4	
Cass	1	3		Lesueur	1			Wabasha	2		
Chippewa	1			McLeod	1	1		Wadena	15	1	
Clearwater		1		Mille Lac		1		Washington	1		
Crow Wing	3			Nobles	2			Out of State	1	1	
Dakota	2	2	1	Olmsted	5						

# Admissions by County of Residence for Fiscal Year 1990-91



## Mental Health Division (MHD)

*William Klein, Program Director*

This past year has been an exciting year for the Mental Health Division. We have worked on our objectives to provide effective mental health care of the highest quality to our clientele.

### ACCOMPLISHMENTS – FISCAL YEAR 1990-1991.

- Once again we have received accolades from the Health Care Finance Administration (HCFA) over our program.
- We have maintained accreditation with the Joint Commission of Health Care Organizations (JCAHO).
- We have maintained our licensed status with the State of Minnesota Rule 36.
- We have maintained our staffing complement and remain staffed with sufficient professionals in all vital areas.
- We have increased the diversity of our educational programs for patients and have added new therapy groups as well as revitalized current ones.
- We are having success with the new anti-psychotic drug Clozaril and have been able to move several chronic patients into the community as a result.
- We have launched our organization into a new era of continuous quality improvement using modern management techniques.

The Mental Health Division of the Fergus Falls Regional Treatment Center serves a diverse clientele. It has the diversity and expertise to treat individuals who have an acute mental illness, individuals with multiple diagnoses and individuals with behavior management problems. The Division serves people within the State of Minnesota but primarily within the seventeen county district in the northwest corner of the State of Minnesota.

Over the last year, the daily average census of the patients on the Division saw its third consecutive year of increase. We have been receiving more and more patients with serious and persistent mental illness with additional problems of chemical dependency, which exacerbated the psychiatric symptoms and makes treatment more difficult. In addition, the number of voluntary patients has continued to decrease with a concomitant increase in emergency admissions.

The Mental Health Division believes in the uniqueness, the potential and the worth and dignity of each person served. It believes that the people receiving care and treatment will recover and return to the community with the opportunity to resume a productive life. The Mental Health Division is committed to seeking excellence in services and programs for clients and their families. Central to Mental Health Division programs is the concept of milieu therapy which holds that the daily life experiences of people served can be used therapeutically to teach and to promote individual responsibility and independence.

### MI Admissions Fiscal Year 1990-91

AGE GROUP	MALE	FEMALE	TOTALS
18-29	57	20	77 (25%)
30-39	47	23	70 (23%)
40-49	30	38	68 (23%)
50-59	19	14	33 (11%)
60 & Over	29	26	55 (18%)
Totals	182 (60%)	121 (40%)	303 (100%)

### Mental Health Treatment Services

- |                                 |  |   |                       |
|---------------------------------|--|---|-----------------------|
| • A.I.D.S. Educational Training | • Antidepressant and Antianxiety Medication Education      | • Coping Skills Training                  | • Validation Therapy  |
| • Behavior Modification         | • Chemical Dependency Groups for Mentally Ill              | • Exercise Groups                         | • Group Therapy       |
| • Communications Groups         | • Cooking and Baking Group                                 | • Feelings Group                          | • Industrial Therapy  |
| • Discharge Support Groups      | • Families of Mentally Ill Support Groups                  | • Current Events Group                    | • Family Therapy      |
| • Medication Therapy            | • Grooming Skills Training                                 | • Lithium Therapy Education Groups        |                       |
| • Reality Therapy               | • Language Stimulation Groups                              | • Indep. Living Skill Development Groups  |                       |
| • Relaxation Therapy            | • Psychogeriatric Day Program                              | • Occupational Therapy                    | • Marriage Counseling |
| • Recreational Therapy          | • Nail Care/Cosmetic Application One-to-One                | • Money Management Training               |                       |
| • Remotivation Therapy          | • Psychotropic Medication Education Training               | • Pet Therapy                             | • Physical Therapy    |
| • Reminiscence Groups           | • Psychological Testing and One-to-One Counseling          | • Self Esteem Training                    | • Shopping Groups     |
| • Health Education Groups       | • Spiritual Counseling and Religious Services              | • Psychogeriatric Work Program (S.T.E.P.) |                       |
| • Self-Control Groups           | • Self-Help, Activities of Daily Living One-to-One Therapy | • Sensory Stimulation                     | • Victims Group       |



# *Drug Dependency Rehabilitation Center (DDRC)*

*Carol Hovland, Program Director*

The Drug Dependency Rehabilitation Center offers a variety of care options for males and females, ages 12 and older, providing treatment programs most suited to individual needs. The program is based on the principles of Alcoholics Anonymous.

## **PROGRAMS**

- Primary: Short-term program for males and females who have had minimal prior treatment.
- Extended: Intensive program for males and females who have had prior treatment, and may have secondary mental illness problems.
- Halt: Secure program for males and females who have a history of previous treatment elopements.
- Adolescents: Integrated program for adolescents with primary problems of chemical dependency.
- Outpatient: Structured program with four weekly sessions for four weeks and twelve weekly aftercare sessions.
- Family: Live-in program for family members/significant others and chemical dependency professionals.
- DWI Clinic: Two day live-in educational program for persons charged with DWI.
- Shared Services Program: DDRC has a Shared Services agreement with Clay County Social Services Dept. to provide one counselor and administrative services for the Clay County Outpatient Program. Chemical dependency counseling services are provided to Pelican Rapids High School one day a week and Barnesville High School four days a week.

All inpatient programs are provided on one floor, providing for a more effective and efficient utilization of staff resources.

The climate surrounding chemical dependency treatment requires an ongoing evaluation of the programs we provide, in an attempt to meet the ongoing demands and ever-changing needs. Our goal is to provide quality rehabilitation to restore dignity and respect to those we serve.

## *CD Admissions Fiscal Year 1990-1991*

AGE GROUP	MALE	FEMALE	TOTALS
12-18	34	22	56 ( 9%)
19-25	98	29	127 (21%)
26-39	175	57	232 (39%)
40-55	115	26	141(24%)
56 & Over	38	5	43 ( 7%)
Totals	460	139	599
	(77%)	(23%)	(100%)

## State Regional Residential Center (SRRC)

*Michael R. Fitzgerald, Division Manager*

The goal of the State Regional Residential Center at Fergus Falls Regional Treatment Center is to provide quality residential and day habilitation services to developmentally disabled clients. The program attempts to reduce dependency while assuring the health, safety and development of each individual is provided for. The following data is description of the clients which the Center presently serves:

112 Total Clients - 70 Male - 42 Female

**Age:**

17 and under .....	0
18 - 29 .....	12
30 - 49 .....	78
50 - 64 .....	18
65 and older .....	4

**Level of Retardation:**

Profound/I.Q. 0-19 .....	81
Severe/I.Q. 20-35 .....	19
Moderate/I.Q. 36-51 .....	8
Mild/I.Q. 52-70 .....	2
Borderline/I.Q. 71-84 .....	2

**Competency:**

State Guardianship .....	77
Parental Guardianship .....	27
Family Guardianship .....	8
(other than parents)	
Guardian Of Self .....	0

**Mobility:**

Ambulatory .....	73
Ambulatory With Assistance .....	2
Non-ambulatory .....	37

Discharges have slowed during the past year compared to previous years. This may be due to county and state budgetary restraints that prevent the development of alternative housing.

During the past year we opened North Country Options, our first off campus vocational program. The program is located in downtown Fergus Falls and has a retail outlet combined so products may be sold.

We have expanded our resident pay program so individuals with severe disabilities may become involved. Individuals are working on a paper shredder, assisting housekeeping, plant operations, and running Orchard Ridge Driving Range, which is located on campus.

During the coming year, we will continue to expand vocational opportunities, develop a crisis intervention team and expand our range of services through shared service agreements.

### *DD Admissions Fiscal Year 1990-1991*

AGE GROUP	MALE	FEMALE	TOTALS
12-18	0	1	1 (12.5%)
19-25	2	2	4 (50%)
26-39	1	1	2 (25%)
40-55	0	0	0 (0%)
56 & Over	1	0	1 (12.5%)
Totals	4	4	8
	(50%)	(50%)	(100%)

## Medical Department

*Leonard E. Woytassek, M.D., Medical Director*

During the last year the Medical Department continued to undergo changes, some of which have been necessitated in order to meet HCFA and JCAHO requirements. In addition to the full-time Medical Director, who is also a Board Certified Psychiatrist, our Medical Staff presently consists of three full-time psychiatrists, four full-time Family Practitioners, two full-time Adult Nurse Practitioners, one part-time Adult Nurse Practitioner, one full-time Dentist, and an Office Assistant. We also utilize the services of one contract psychiatrist to assist during vacations, and continue to recruit for one more full-time psychiatrist. The Medical Department also includes supervision of the Chief Pharmacist, the laboratory technicians, the Dietitian, and the Office Assistant.

Our goal continues to be to provide good medical and psychiatric services to the patients of the Fergus Falls Regional Treatment Center.

The Medical Staff continues to meet on a regular basis, with the Executive Committee of the Medical Staff meeting monthly and reviewing reports from active hospital committees. The Quality Assurance and Credentialing processes, including a Peer Review System, continue active.

Our contractual relationships continue with the Fergus Falls Medical Group and with Lake Region Hospital to provide additional medical care necessary for our patients. We contract with Smithkline Beecham Laboratories in Minneapolis for all laboratory testing, with emergency tests being done at Lake Region Hospital.

FFRTC now has a registered Clozaril treatment system, which means that we can dispense Clozaril and do our own blood monitoring.

A recent HCFA survey of the Mental Health Division of FFRTC was held. There were no reported major deficiencies.

The Medical Staff has recently completed revising/ updating the Medical Staff Bylaws and the Medical Staff Rules and Regulations to more accurately represent the actual organization of the Medical Staff. These will be submitted to the Governing Board for approval.

The Pharmacy recently purchased a computerized unit dose packaging machine that will improve the accuracy and safety of the unit dose medications.

## Medical Staff

**Medical Director:** ..... Leonard E. Woytaszek, M.D., Psychiatrist  
**Psychiatrists:** ..... James K. O'Toole, M.D.

**Psychiatrists:** ..... James K. O'Toole, M.D.  
Hien Dam, M.D.

*Consulting Psychiatrist:* ..... Roberto Pagarigan, M.D.  
..... Ronald Berry, M.D.

**Family Practice:** ..... Vernon A. Doms, M.D.  
..... Lenora A. Trajano, M.D.

Monika Botschner, M.D.  
Bruce Ver Steeg, M.D.

**Dental:** ..... James C. Koenig, D.D.S.  
Brenda Mergens, Registered Dental Assistant

**Adult Nurse Practitioners:** ..... Aletha Quam, R.N.C.  
LaVonne Beckler, R.N.C.

## Medical Services

- Medical Staff  
(Physicians and Nurse Practitioners)
- Dental
- Clinical Laboratory
- Occupational Therapy
- Speech Therapy
- Nursing Supervisors
- Pharmacy
- Central Sterile Supply
- Physical Therapy
- Audiology

## *Personnel Department*

*Douglas C. Boyer, Personnel Director*

### *Fergus Falls Regional Treatment Center*

### *Annual Personnel Department Report*

**July 1, 1990-June 30, 1991**

Number of Employees .....	573
Authorized Full-Time Equivalent .....	469.97
Full & Part-Time .....	521
Temporary .....	8
Intermittent .....	44
Developmental Disabilities .....	190.32
Mental Health Division .....	119.00
General Support .....	160.65
Average Number of Employees during Fiscal Year 1991 .....	574
Employees Hired in Fiscal Year 1991 .....	30
Full & Part-time .....	5
Temporary .....	13
Intermittent .....	12
Employee Separations in Fiscal Year 1991 .....	46
Full & Part-time .....	31
Temporary .....	8
Intermittent .....	7
Promotions .....	21
Separation Rate for Fiscal Year 1991 - Regular Full-Time/Part-Time .....	5.7%

## *General Support Services*

*Michael S. Achley, Assistant Administrator*

A wide range of vital support services provide operational assistance to the treatment programs that make up the Fergus Falls Regional Treatment Center's therapeutic community. The General Support Services also maintain the physical plant of the facility to insure an attractive, safe, and healthful therapeutic environment.

General Support services include the Dietary Department, Plant Operations Division (Engineering, Construction, Plumbing, Electrical, Painting, Laundry/Housekeeping, Grounds/Garage), Chaplaincy Department (Chaplain Services, Religious Education for the Mentally Retarded, Clinical Pastoral Education Program), Financial Management Division (Business Office, Materials Control Center, Resident Bank, Canteen, Computer Center), Typing Center, Communications Center, Advocate's Office, Personnel Department (Personnel Office, Staff Development Department, Safety Department), Planning and Evaluation Office (Quality Assurance Office, Medical Records Department, Library), and Marketing and Public Relations Department (Community Relations, Marketing, Volunteer Services, Fergus Falls Community College/Fergus Falls Regional Treatment Center Student Live-In Program), and Nutrition Services.

### *FISCAL YEAR SERVICES*

1991

#### **DIETARY DEPARTMENT**

Total meals served (well over half of the meals served were special therapeutic diet meals or texture modification diet meals)	293,950
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#### **PLANT OPERATIONS DIVISION**

Gross building square feet	863,871
Maintenance service requests	4,377
Major renovation projects completed	5
Groundskeeping acres	160
Housekeeping square feet	514,878
Total pounds of laundry processed	747,247

#### **VOLUNTEER SERVICES DEPARTMENT**

Total hours of volunteer service	21,806
Dollar value of volunteer service	207,498
Dollar value of total donations received	42,127

## *Accredited Academic Programs*

*Offered By The Fergus Falls Regional Treatment Center (FFRTC)*

- **Clinical Pastoral Education Program (CPE)** - offered by the FFRTC Chaplaincy Department in conjunction with The Association For Clinical Pastoral Education
- **Individual Student Internships** - offered by the various FFRTC professional services in conjunction with area colleges or universities

# Fergus Falls Regional Treatment Center

## Statement of Revenue and Expenses

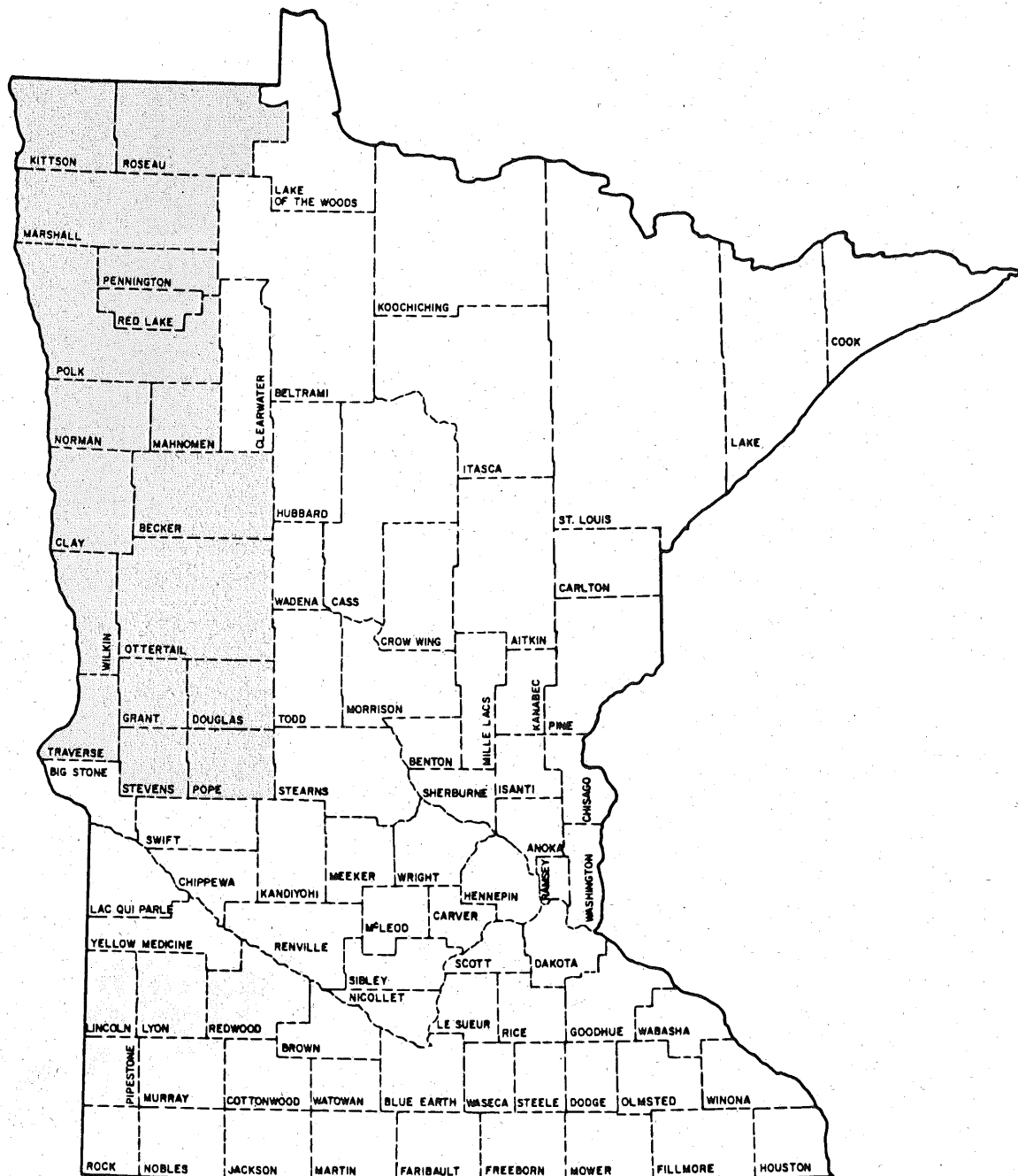
July 1, 1990 - June 30, 1991

	Developmentally Disabled	Mentally Ill	Chemically Dependent	Totals
Patient days	44,120	37,653	10,975	92,748
SALARY EXPENSES:				
Direct	7,734,674	4,934,737	1,310,933	13,980,344
Indirect	3,223,471	2,856,284	655,150	6,734,905
	10,958,145	7,791,021	1,966,083	20,715,249
GENERAL EXPENSES:				
Current Expense				1,171,314
Rep. & Repl. (incl. Special Project Funds)				320,034
Resident Furniture				1,379
Child Nutrition funds (Purch. of Dietary Equip.)				2,992
TOTAL FUNDS EXPENDED ANNUALLY				<u>22,210,968</u>
REVENUES FROM SERVICES RENDERED:				
	Developmental Disabled	Mentally Ill	Chemically Dependent	Totals
Less Revenue (2)	10,185,183	5,004,126	2,221,937	17,411,246
Net State Funding Assistance				<u>4,799,722</u>

NOTE: These figures represent only direct costs at this facility and do not include DHS Central Office, DOER personnel services, Depreciation and Bonding Costs.

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## *Fergus Falls Regional Treatment Center Receiving Area*



**ACCREDITED BY THE JOINT COMMISSION ON  
ACCREDITATION OF HOSPITALS (JCAH)**

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FERGUS FALLS REGIONAL TREATMENT CENTER

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