



# Legislative Report

## Quarterly Clinical Report

**First Quarter Fiscal Year 2022**

**Direct Care and Treatment**

October 2021

**For more information contact:**

Minnesota Department of Human Services  
Direct Care and Treatment  
P.O. Box 64979  
St. Paul, MN 55164-0979

---

This report is being provided as required under Minnesota Statutes Section 246.131. Please refer to the attached notes and definitions for additional information. Contact Carrie Briones, Direct Care and Treatment Legislative Director ([Carrie.Briones@state.mn.us](mailto:Carrie.Briones@state.mn.us) or 651-431-3783) with questions.

# Contents

- I. Census Information..... 4
- II. Occupational Safety and Health Administration (OSHA) Recordable Injuries ..... 4
- III. Clinical Positions ..... 5
- IV. Direct Care Positions ..... 5
- VI. Notes..... 6
- VII. Definitions ..... 6

# I. Census Information

The table below provides the census information for the quarter.

	AMRTC	MSH	CBHHs
Licensed Bed Capacity	175	447	96
Budgeted Bed Capacity	110	406	96
Actual Bed Capacity	106	406	89
Average Daily Census	88	364	80
Occupancy Rate of Budget/Actual Bed Capacity	80.0% / 83.0%	89.7% / 89.7%	83.3% / 89.9%

# II. Occupational Safety and Health Administration (OSHA) Recordable Injuries

The table below provides the number of OSHA recordable injuries during the quarter. The numbers may change depending on when the injury was actually recorded.

	AMRTC	MSH	CBHHs
Total OSHA Recordable Cases*	18	6	9
Total OSHA Recordable Aggressive Behavior	13	3	0

\*Numbers include COVID-19 illnesses (1 AMRTC, 2 MSH, 7 CBHHs)

### III. Clinical Positions

The table below provides data from the last day of the quarter. New FTEs may be partially funded for the first year due to timing of hiring (e.g. 1.0 FTE may be only funded at 0.75); therefore, the sum of the filled and actively recruiting FTEs may be greater than budget.

	AMRTC	MSH	CBHHS
Budgeted/Funded FTEs	86.90	202.40	78.50
Filled FTEs	62.50	192.50	68.95
Percent Budgeted/Funded FTEs Filled	71.9%	95.1%	87.8%
Number of FTEs Actively Recruiting	9.00	12.50	13.75

### IV. Direct Care Positions

The table below provides data from the last day of the quarter. New FTEs may be partially funded for the first year due to timing of hiring (e.g. 1.0 FTE may be only funded at 0.75); therefore, the sum of the filled and actively recruiting FTEs may be greater than budget.

	AMRTC	MSH	CBHHS
Budgeted/Funded FTEs	298.70	613.00	278.70
Filled FTEs	266.75	562.45	260.30
Percent Budgeted/Funded FTEs Filled	89.3%	91.8%	93.4%
Number of FTEs Actively Recruiting	28.10	62.70	12.60

## VI. Notes

Direct Care and Treatment (DCT) received funding during the 2021 Legislative session to increase staffing to pre-pandemic levels. Due to on-going difficulties hiring and retaining staff (including within Human Resources), DCT is staggering the hiring of new positions quarterly. DCT continually monitors and manages staffing levels to limit the impact on bed capacity and our ability to admit patients.

### **Census Information:**

The Average Daily Census (ADC) is down from last quarter across all three programs.

- Anoka has seen a slight increase in the number of 1:1 and 2:1 (staff to client ratios) due to highly complex patients. Anoka also restricted admissions to units that were quarantining COVID patients.
- Forensics Services has been remodeling the community unit in preparation of shifting non-secure treatment beds into the community to increase secure treatment beds on campus. The community unit was un-occupied during remodeling.
- Community Behavioral Health Hospitals has been impacted with staffing shortages and restrictions on admission due to COVID quarantines.

### **OSHA Recordable Injuries:**

- The number of OSHA recordable injuries within Forensic Services has dropped significantly from last quarter.
- Most of the OSHA recordable injuries within the CBHs are due to COVID-19 illnesses.

### **Budgeted/Filled Positions:**

Filled positions are down from last quarter within Anoka and the CBHs but up within Forensic Services. With significant turnover and the need to hire new positions, DCT is implementing recruitment and retention strategies across all DCT programs.

## VII. Definitions

### **AMRTC**

Anoka Metro Regional Treatment Center

### **MSH**

Minnesota Security Hospital – includes all Forensic Services: Forensic Mental Health, Forensic Nursing Home, and Forensic Transition services.

### **CBHHs**

Community Behavioral Health Hospitals – located at Alexandria, Annandale, Baxter, Bemidji, Fergus Falls, and Rochester. The St. Peter CBHH closed Nov. 7, 2016.

### **Census Information**

**Licensed Bed Capacity** – the number of beds licensed by the Department of Health

**Budgeted Bed Capacity** – the number of beds able to operate within available funding

**Actual Bed Capacity** – the number of beds able to operate within available staffing and physical plant limitations

**Average Daily Census** – the average census for each day during the quarter

**Occupancy Rate** – the average daily census divided by budgeted/actual bed capacity

### **OSHA Recordable Injuries**

**OSHA Recordable Cases** – an injury or illness is considered OSHA Recordable if it results in any of the following:

- Death, days away from work, restricted work or transfer to another job, medical treatment beyond first aid (see below for first aid definition), or loss of consciousness
- A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it does not result in death, days away from work, restricted work or job transfer, medical treatment beyond first aid, or loss of consciousness
- Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation
- Illnesses include both acute and chronic illnesses, such as, but not limited to, a skin disease (i.e. contact dermatitis), respiratory disorder (i.e. occupational asthma, pneumoconiosis), or poisoning (i.e. lead poisoning, solvent intoxication)
- OSHA's definition of work-related injuries, illnesses and fatalities are those in which an event or exposure in the work environment either caused or contributed to the condition. In addition, if an event or exposure in the work environment significantly aggravated a pre-existing injury or illness, this is also considered work-related

**Aggressive Behavior** - a disabling injury stemming from the aggressive and/or intentional and overt act of a person, or which is incurred while attempting to apprehend or take into custody such person.

**OSHA Recordable Aggressive Behavior** - meets both criteria for an OSHA Recordable case and Aggressive Behavior.

**First Aid** – for determination of OSHA Recordable cases includes:

- Using a non-prescription medication at nonprescription strength (for medications available in both prescription and non-prescription form, a recommendation by a physician or other licensed health care professional to use a non-prescription medication at prescription strength is considered medical treatment for recordkeeping purposes)
- Administering tetanus immunizations (other immunizations, such as Hepatitis B vaccine or rabies vaccine, are considered medical treatment)
- Cleaning, flushing or soaking wounds on the surface of the skin
- Using wound coverings such as bandages, Band-Aids™, gauze pads, etc.; or using butterfly bandages or Steri-Strips™ (other wound closing devices such as sutures, staples, etc., are considered medical treatment)
- Using hot or cold therapy
- Using any non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc. (devices with rigid stays or other systems designed to immobilize parts of the body are considered medical treatment for recordkeeping purposes)
- Using temporary immobilization devices while transporting an accident victim (e.g., splints, slings, neck collars, back boards, etc.)
- Drilling of a fingernail or toenail to relieve pressure, or draining fluid from a blister
- Using eye patches
- Removing foreign bodies from the eye using only irrigation or a cotton swab
- Removing splinters or foreign material from areas other than the eye by irrigation, tweezers, cotton swabs or other simple means
- Using finger guards
- Using massages (physical therapy or chiropractic treatment are considered medical treatment for recordkeeping purposes)
- Drinking fluids for relief of heat stress

### ***Clinical and Direct Care Positions***

**Clinical Positions** – includes 1) Mental Health Professionals – licensed clinicians such as psychologists, psychiatrists, and social workers who provide clinical direction to the treatment team; 2) Professional Staff who provide clinical assessments, direction to staff, and who also provide direct professional services that do not require oversight

**Direct Care Positions** – includes 1) staff providing the day-to-day provision of care to clients on a 24/7 basis (e.g., nurses and Human Services Technician); 2) staff providing direct services under the direction of a Mental Health Professional (e.g., Occupational and Recreational Therapist)

**FTE** – Full Time Equivalent

Quarterly Clinical Report

**Budgeted/Funded FTEs** – the number of FTEs needed to maintain the budgeted bed capacity

**Filled FTEs** – the total number of actual filled positions within Sema4 as of the last day of the quarter

**Percent Budgeted/Funded FTEs Filled** – total number of filled FTEs divided by the Budgeted/Funded FTEs

**Number of FTEs Actively Recruiting** – the number of FTE positions the Human Resources department is working to fill