

FY 2019 DIRECTIVES TO THE RECIPIENT

I. GRANT ADMINISTRATION

DIRECTIVE 1.1 - TO FACILITATE COST EFFECTIVENESS AND FULL EXPENDITURE OF FUNDING ACROSS ALL SERVICE CATEGORIES

- The Recipient must ensure that prioritized funded services are available to all people living with HIV/AIDS in all regions of the TGA, with emphasis given to potential subrecipients on the Peninsula.
- The Recipient will utilize service categories, service category definitions and percentages as approved by the Planning Council.
- The Recipient shall produce a financial report to the Priorities, Allocation and Policies committee and Planning Council at least quarterly; and at the end of each grant year denoting final allocations and expenditures.

DIRECTIVE 1.2 – RAPID REALLOCATION TOOL FOR THE RECIPIENT

The Recipient may rapidly reallocate funds without Planning Council consent based on the following conditions:

1. Up to 10% of the service category allocation at any time during a grant year;
2. Service category reallocations can be made from support to core, core to core and core to support services;
3. After October 30 of every grant year, the Recipients office may reallocate service category allocations without a 10% cap;
4. The Recipient will report all reallocations to PAP Committee at the next scheduled committee meeting following the reallocation.

II. GENERAL CONTRACTOR RESPONSIBILITIES

DIRECTIVE 2.1 – TO FACILITATE DEVELOPMENT OF AND ADHERENCE TO THE TGA's STANDARDS OF CARE

All Ryan White Part A funded Sub-recipient's will be trained annually in the National Culturally and Linguistically Appropriate Service Standards (CLAS) as defined through the US Department of Health and Human Services, Office of Minority Health.

The Recipient shall monitor data collection and quality assurance measures related to service standards as set forth by the Planning Council and produce an annual report of outcomes to the Quality Improvement and Strategic Planning (QISP) Committee, and submit the report to the Planning Council.

DIRECTIVE 2.2 – TO FACILITATE SERVICE UTILIZATION DATA

The Recipient shall monitor data collection and utilization data and produce a report to the QISP and to PAP Committees for the Priority Setting and Resource Allocation process. This report will include data on the Early Intervention Services service category. The EIS report shall consist of: 1) Newly Diagnosed 2) New to Care 3) Returned to Care. The report shall also contain demographic information such as age; gender; transmission mode; race and ethnicity.