

**PMM** | OHS Staff

# USER ROLE CAPABILITIES

**OHS Staff and Supervisor:** This role will be able to create New, and edit all documents associated with OHS contracts. They will have access to: Closed Program History, Chronological Notes, Monitoring Plans, Monitoring Summaries, Deficiency Review, OBCAPs, Performance Measures, & the Document Library.

The Supervisor role will approve Monitoring Plans, Monitoring Summaries, Performance Measures (details page) and OBCAPs.

# BASIC INFORMATION

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)   **Program Mgmt**   **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195   [Details](#)   [Exit](#)

You are logged in as OHS Sta

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch:

Region:

Program:

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts

Dropdown allows staff to select from any program/group that is assigned to them. It allows Supervisors and staff acting as supervisors to see all programs/groups assigned.

Available options vary with role assigned.

Exit closes the window and returns the user to the JJIS home page.

# GETTING STARTED

Internet Explorer provided by Department of Juvenile Justice

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as OHS Staff

Closed Programs History  
Chronologicals  
Items to Complete Reports  
Monitoring Summary On Hold Report  
Management Reports

Branch: Detention  
Region: North  
Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library  
Monitoring History  
Monitoring Plan  
Monitoring Summary  
Deficiency Review  
Performance Measure  
Program Alerts

Buttons on the left do not require a program to be active in order to select them.

Buttons on the right require a program to be selected before they become enabled.

100%

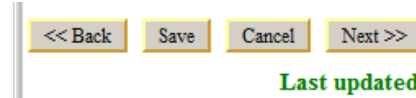


# SAVING AND NAVIGATING



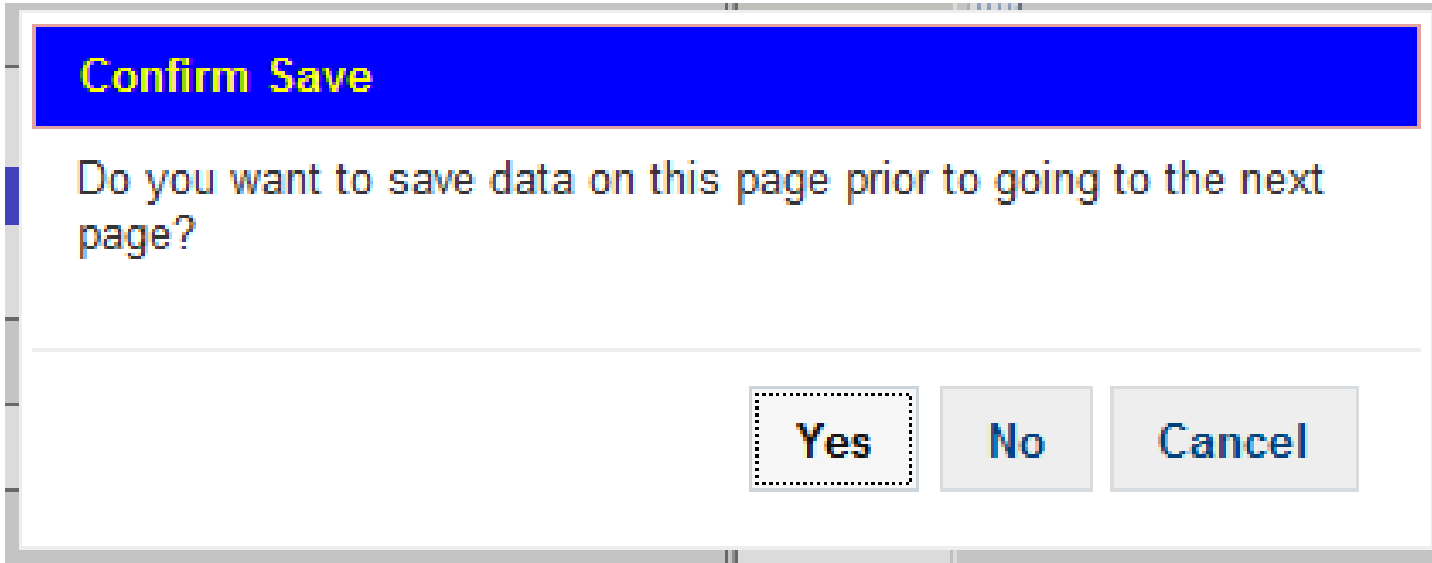
You must click Save on the first screen of Monitoring Summaries to create the document. All steps in the process become available to you after the save is complete.

Click Next>> or a Step link to save and move to the next screen.



# SAVE BEFORE MOVING TO THE NEXT STEP

When clicking **Next>>** or a **Step** link, this message encourages you to save prior to moving to the next step. Click **Yes** to save data and proceed or **No** to proceed without saving data. You can click **Cancel** to stay on current step.



A screenshot of a 'Confirm Save' dialog box. The title bar is blue with the text 'Confirm Save' in yellow. The main area is white and contains the question 'Do you want to save data on this page prior to going to the next page?'. At the bottom, there are three buttons: 'Yes' (highlighted with a dotted border), 'No', and 'Cancel'.


**Confirm Save**

Do you want to save data on this page prior to going to the next page?

**Yes** **No** **Cancel**

# HOME SCREEN — OFFICE OF HEALTH SERVICES STAFF

Internet Explorer provided by Department of Juvenile Justice

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)

**Program Mgmt** , **Reports** ,

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch:

Region:

Program:

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review


Performance Measure

Program Alerts

100%

# HOME SCREEN — OHS STAFF SUPERVISOR

Internet Explorer provided by Department of Juvenile Justice



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)  
**Program Mgmt** , **Program Assignment** , **Reports** ,

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff Supervisor

Manage Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch:

Region:

Program:

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts

http://jjiswebqt1/DJJPM2010/home.aspx# 100%



# CLOSED PROGRAM HISTORY

Closed Program History can be accessed by

- Contract Managers/Supervisors
- Regional Monitors/Supervisors
- OHS Monitors/Supervisors
- Program Area/Supervisors

Click on the **Closed Program History** button to access monitoring information on a program that has closed.

http://jjiswebqt1/DJJPM2010/home.aspx - Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as OHS Staff

**Closed Programs History** (indicated by a blue arrow)

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch: Detention  
Region: North  
Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review


Performance Measure

Program Alerts

100%

# CLOSED PROGRAM HISTORY

http://jjiswebqt1/DJJPM2010/closedProgramsHistory.aspx?ID=1027350369 - Internet Explorer provided by Departme...

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)  
**Program Mgmt** ▶ **Reports** ▶

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as Contract Manager

Contract Number:   
Branch: Residential   
Provider Name:   
Program Name:   
Name:

[Search Closed Programs](#) [Cancel](#)

	Group Name	Program Name	Contract Number	Provider Name
<a href="#">Select</a>		Alachua Academy Non-Secure	10189	SEQUEL TSI of FLORIDA, LLC.
<a href="#">Select</a>		Avon Park Youth Academy	10082	ADAMS MIDDLE SCHOOL
<a href="#">Select</a>		Avon Park Youth Academy	J7G01	G4S YOUTH SERVICES, LLC.
<a href="#">Select</a>		C N R - 02 Circuit - A M I Kids Tallahassee	P2106	AMikids, INC.
<a href="#">Select</a>		C N R - 04 Circuit - A M I Kids Jacksonville	P2106	AMikids, INC.
<a href="#">Select</a>		C N R - 11 Circuit - Psychotherapeutic Services	P2059	PSYCHOTHERAPEUTIC SERVICES, INC.
<a href="#">Select</a>		C N R - 14 Circuit - A M I Kids Panama City	P2106	AMikids, INC.
<a href="#">Select</a>		Central Pasco Girls Academy Non-Secure	R2102	G4S YOUTH SERVICES, LLC
<a href="#">Select</a>		Cypress Creek High Risk	R2078	G4S YOUTH SERVICES, LLC.
<a href="#">Select</a>		Cypress Creek Max Risk	R2078	G4S YOUTH SERVICES, LLC.
<a href="#">Select</a>		Dade Juvenile Residential Facility Non-Secure	10080	G4S YOUTH SERVICES, LLC
<a href="#">Select</a>		Daytona Juvenile Residential Facility	R2107	G4S YOUTH SERVICES, LLC
<a href="#">Select</a>		Desoto Correctional Institution	10199	Florida Department of Corrections
<a href="#">Select</a>		Hastings Non-Secure	R2104	G4S YOUTH SERVICES, LLC
<a href="#">Select</a>		JJSIP-Georgetown Technical Assistance	10185	GEORGETOWN UNIVERSITY

1 2 3 4 5 6

100%


Enter criteria, searching by contract number, branch, provider name or program or group name.

Click [Search Closed Programs](#) for a list of programs meeting your criteria.

If no criteria were entered, a list of all closed programs is displayed.

# CLOSED PROGRAM HISTORY

http://jjiswebqt1/DJPPMM2010/closedProgramsHistory.aspx?ID=1027350369 - Internet Explorer provided by Departm...

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home  
**Program Mgmt** ▶ **Reports** ▶

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as Contract Manager

Back

**Monitoring Summary:**

	InComplete	Supervisor Name	Monitor Name	Date of Site Visit	FiscalYear	Critical Issue	Major Deficiency	Minor Deficiency	ModifiedByName	ModifiedDateTime
<a href="#">View</a>	No	Paul G McIntyre	Juan D Youman	01/08/2016	2015 - 2016	No	Yes	No	System System	02/11/2016 04:00 AM
<a href="#">View</a>	No	Paul G McIntyre	Michael T Marino	12/27/2015	2015 - 2016	No	Yes	No	System System	01/08/2016 04:00 AM
<a href="#">View</a>	No	Paul G McIntyre	Michael T Marino	11/13/2015	2015 - 2016	No	Yes	No	Javonte M Crenshaw	11/20/2015 01:03 PM
<a href="#">View</a>	No	Paul G McIntyre	Michael T Marino	09/25/2015	2015 - 2016	No	Yes	No	Paul T Brown	10/05/2015 01:27 PM
<a href="#">View</a>	No			06/18/2015	2014 - 2015	No	Yes	No	Paul T Brown	07/01/2015 07:37 PM
<a href="#">View</a>	No			06/09/2015	2014 - 2015	No	Yes	No	System System	06/18/2015 04:00 AM
<a href="#">View</a>	No			04/24/2015	2014 - 2015	No	Yes	No	System System	05/06/2015 04:00 AM
<a href="#">View</a>	No			04/29/2015	2014 - 2015	No	Yes	No	System System	05/06/2015 04:00 AM
<a href="#">View</a>	No			04/03/2015	2014 - 2015	No	Yes	No	System System	04/24/2015 04:00 AM
<a href="#">View</a>	No			01/23/2015	2014 - 2015	No	Yes	No	System System	02/26/2015 04:00 AM
<a href="#">View</a>	No			01/13/2015	2014 - 2015	No	Yes	No	System System	01/29/2015 04:00 AM
<a href="#">View</a>	No			12/30/2014	2014 - 2015	No	Yes	No	System System	01/13/2015 04:00 AM
<a href="#">View</a>	No			11/21/2014	2014 - 2015	No	Yes	No	Paul T Brown	12/10/2014 12:11 PM
<a href="#">View</a>	No			09/30/2014	2014 - 2015	No	Yes	No	Paul T Brown	10/18/2014 09:36 AM
<a href="#">View</a>	No			06/23/2014	2013 - 2014	No	Yes	No	Paul T Brown	07/07/2014 11:07 AM
<a href="#">View</a>	No			06/06/2014	2013 - 2014	No	Yes	No	Paul T Brown	06/11/2014 09:09 PM

**Critical Issue:**  
No records found

**Corrective Action Plan:**  
No records found

**Minor Deficiency:**  
No records found

100%

The monitoring history for the program is displayed, listing monitoring summaries completed, as well as critical issues, major deficiencies and minor deficiencies that were identified.

Click **View** to open the desired document.

The report will open in PDF.



# CHRONOLOGICAL NOTES

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#) **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff

**Left Sidebar:**

- Closed Programs History
- Chronologicals**
- Items to Complete Reports
- Monitoring Summary On Hold Report
- Management Reports

**Center Panel:**

Branch:   
Region:   
Program:

**Right Sidebar:**

- Document Library
- Monitoring History
- Monitoring Plan
- Monitoring Summary
- Deficiency Review
- Performance Measure
- Program Alerts

100%

Allows users to add chronological notes.

Click on **Chronologicals**.



# CHRONOLOGICAL NOTES

The screenshot shows a web application titled "Chronologicals - Internet Explorer". The header features the Florida Department of Juvenile Justice logo on the left and the text "DEPARTMENT OF JUVENILE JUSTICE PROGRAM MONITORING AND MANAGEMENT" in the center. Below this, the section "Chronologicals" is displayed, followed by the program details: "Program Name: West Hillsborough RJDC - Medical Svcs", "Provider: MAXIM HEALTHCARE SERVICES", and "Contract: D2056". A navigation bar includes links for "Home", "Program Mgmt", and "Reports". A dropdown menu shows "D2056 - West Hillsborough RJDC - Medical Svcs" with "Details" and "Exit" links. A status message indicates "You are logged in as Contract Manager". The main content area is titled "West Hillsborough RJDC - Medical Svcs" and contains four tabs: "Pending Reviews", "Completed Reviews", "General Chronologicals", and "Historical data form RSMS". The "Pending Reviews" tab is currently selected, showing a list of reviews. The bottom of the browser window shows a zoom level of 115%.

Chronologicals - Internet Explorer

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronologicals**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#) **Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

**West Hillsborough RJDC - Medical Svcs**

Pending Reviews

Completed Reviews

General Chronologicals

Historical data form RSMS

115%

The screen has three separate areas for storing notes:

Pending Reviews

Completed Reviews

General Chronological Notes

This screen also shows historical notes pulled over from RSMS.


NOTE: RSMS is the system used by DJJ prior to PMM.

# CHRONOLOGICAL NOTES

## Pending Reviews

- These notes have not been reviewed by the supervisor.

Chronologicals - Windows Internet Explorer provided by Department of Juvenile Justice

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronologicals**  
Program Name: Brevard RJDC - Medical Services  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: X1715

[Home](#) [Details](#) [Exit](#) [Exit](#)  
You are logged in as Master

**Brevard RJDC - Medical Services**

**Pending Reviews**

[Print Chronologicals](#) [Deleted Chronologicals / Supervisory Reviews Report](#)  
[New](#)

[Record Count: 25](#)  
1 2 3

	CONTACT DATE/TIME	ACTIVITY	TYPE	DOCUMENTS	LAST UPDATED BY	LAST UPDATED ON
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM

[Supervisory Review](#)

**Completed Reviews**

**General Chronologicals**

**Historical data form RSMS**

100%

# CHRONOLOGICAL NOTES



Chronologicals - Internet Explorer

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronologicals**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

**West Hillsborough RJDC - Medical Svcs**

<u>Pending Reviews</u>
<u>Completed Reviews</u>

No Supervisory Reviews

General Chronologicals  
Historical data form RSMS

## Completed Reviews

- All notes that have been reviewed by the supervisor will be grouped by review date in the completed review section.
- This screen has no completed supervisory reviews, as indicated by the comment shown.

# CHRONOLOGICAL NOTES

## General Chronological Notes

- This area stores notes about a program that has not yet been established in JJIS.
- Sometimes work is done on a program prior to its establishment in JJIS and the user needs a place to capture that information.

Chronologicals - Internet Explorer

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronologicals**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

**West Hillsborough RJDC - Medical Svcs**

[Pending Reviews](#)  
[Completed Reviews](#)  
[General Chronologicals](#)  
[New](#)

No General Chronologicals

[Historical data form RSMS](#)

100%



# CHRONOLOGICAL NOTES ~ RSMS HISTORICAL NOTES

Chronologicals - Internet Explorer

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronologicals**  
**Program Name:** Melbourne Center for Personal Growth  
**Provider:** ASSOCIATED MARINE INSTITUTE D/B/A AMIKIDS, INC.  
**Contract:** R2119

[Home](#)  
**Program Mgmt** ▶ **Reports** ▶

R2119 - Melbourne Center for Personal Growth ▼ [Details](#) ✕ [Exit](#)

You are logged in as Contract Manager

**Melbourne Center for Personal Growth**

Pending Reviews

Completed Reviews

General Chronologicals

Historical data form RSMS

	Program Name	ContractNumber	Contact Date	Activity Name	Last Updated By	Last Updated On
<a href="#">View Report</a>	Melbourne Center for Personal Growth	R2119	10/01/2013	Off-site monitoring, technical assistance, and/or report preparation	Carldernett S Davis	10/01/2013 12:45 PM
<a href="#">View Report</a>	Melbourne Center for Personal Growth	R2119	09/26/2013	Off-site monitoring, technical assistance, and/or report preparation	Carldernett S Davis	09/27/2013 09:48 AM
<a href="#">View Report</a>	Melbourne Center for Personal Growth	R2119	09/20/2013	Off-site monitoring, technical assistance, and/or report preparation	Carldernett S Davis	09/27/2013 09:47 AM
<a href="#">View Report</a>	Melbourne Center for Personal Growth	R2119	09/05/2013	Site-visit report	Carldernett S Davis	09/05/2013 01:44 PM

100%

This screen also shows historical notes pulled over from RSMS.

Click **View Report** to open the RSMS Chronological note in PDF.

# CHRONOLOGICAL NOTES ~ RSMS HISTORICAL NOTES



## FLORIDA DEPARTMENT OF JUVENILE JUSTICE RESIDENTIAL SERVICES MONITORING SYSTEM CHRONOLOGICAL

**Contract:** R2119 - Melbourne Center of (R2119) Personal Growth  
**Program:** Melbourne Center for Personal Growth  
**Provider:** AMKids, INC.

Date of Contact	Program Name	Contact Type	Name of Contact	Created By	Activity Type	Time Spent	Status	Date of Entry
9/26/2013	Melbourne Center for Personal Growth	Email	Sandra Johnson	Carldebert S Davis	Off-site monitoring, technical assistance, and/or report preparation	5 minutes	Completed by Monitor	9/27/2013

### Description:

A email was sent to Sandra Johnson, Technical Assistance, to find out how to refer the program for assistance on delinquency interventions fidelity monitoring.

### History

**Monitor Name:** Carldebert S Davis

**Date:** 9/27/2013

**Action:** Completed By Monitor

**Comments:**

The RSMS Chronological note opens, allowing you to review the note entered.

# CHRONOLOGICAL NOTES ~ PENDING REVIEWS SCREEN

Brevard RJDC - Medical Services

Pending Reviews

Print Chronologicals

Deleted Chronologicals / Supervisory Reviews Report

New

Record Count: 25

1 2 3

	CONTACT DATE/TIME	ACTIVITY	TYPE	DOCUMENTS	LAST UPDATED BY	LAST UPDATED ON
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<input type="checkbox"/> <a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM

Supervisory Review

Under Pending Reviews, you can see the notes that have not been reviewed by the supervisor. This screen allows you to create a new chronological note or print chronological notes using a date range.

# CHRONOLOGICAL NOTES ~ CREATING A NOTE

**Brevard RJDC - Medical Services**

Pending Reviews

[Print Chronologicals](#) [Deleted Chronologicals / Supervisory Reviews Report](#)

[New](#)

[Record Count: 25](#)

	CONTACT DATE/TIME	ACTIVITY	TYPE	DOCUMENTS	LAST UPDATED BY	LAST UPDATED ON
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM

[Supervisory Review](#)

There may be more than one page of notes as indicated here.

To create a new chronological note, click the **New** button.




# CHRONOLOGICAL NOTES

Chronological Entry - Internet Explorer

You are logged in as Contract Manager

West Hillsborough RJDC - Medical Svcs

Remember to click the SAVE button before leaving this screen.

Contact Date / Time 

Activity Time

Any time registered in a Monitoring Summary will not need to be entered in these data fields, as they feed into the Activity log and will cause duplication.

Time in Task:	Hr	<input type="text" value="0"/>	Min	<input type="text" value="0"/>
Time in Travel:	Hr	<input type="text" value="0"/>	Min	<input type="text" value="0"/>
Time in Prep:	Hr	<input type="text" value="0"/>	Min	<input type="text" value="0"/>

Activity [\(explanation of activity types\)](#)

...

☐ Other (Specify)

Type

...

☐ Other (Specify)

Enter the Contact Date/Time as well as Activity Time, Type of Activity, and Type of Contact.

# CHRONOLOGICAL NOTES

Contacts ☐ N/A - No person

New

Title

Last Name

First Name

1

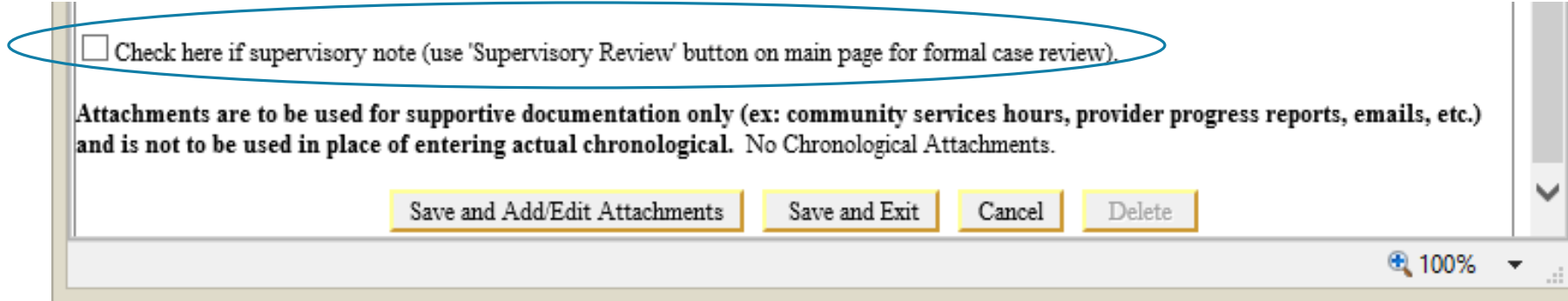
General Narrative:\*

7500 characters remaining...

Check Spelling

After you document the person contacted or enter N/A if no other person was involved, outline your activity in the General Narrative field. Expand your field by clicking on the plus sign and don't forget to spell check!

# CHRONOLOGICAL NOTES



☐ Check here if supervisory note (use 'Supervisory Review' button on main page for formal case review).

Attachments are to be used for supportive documentation only (ex: community services hours, provider progress reports, emails, etc.) and is not to be used in place of entering actual chronological. No Chronological Attachments.

[Save and Add/Edit Attachments](#) [Save and Exit](#) [Cancel](#) [Delete](#)

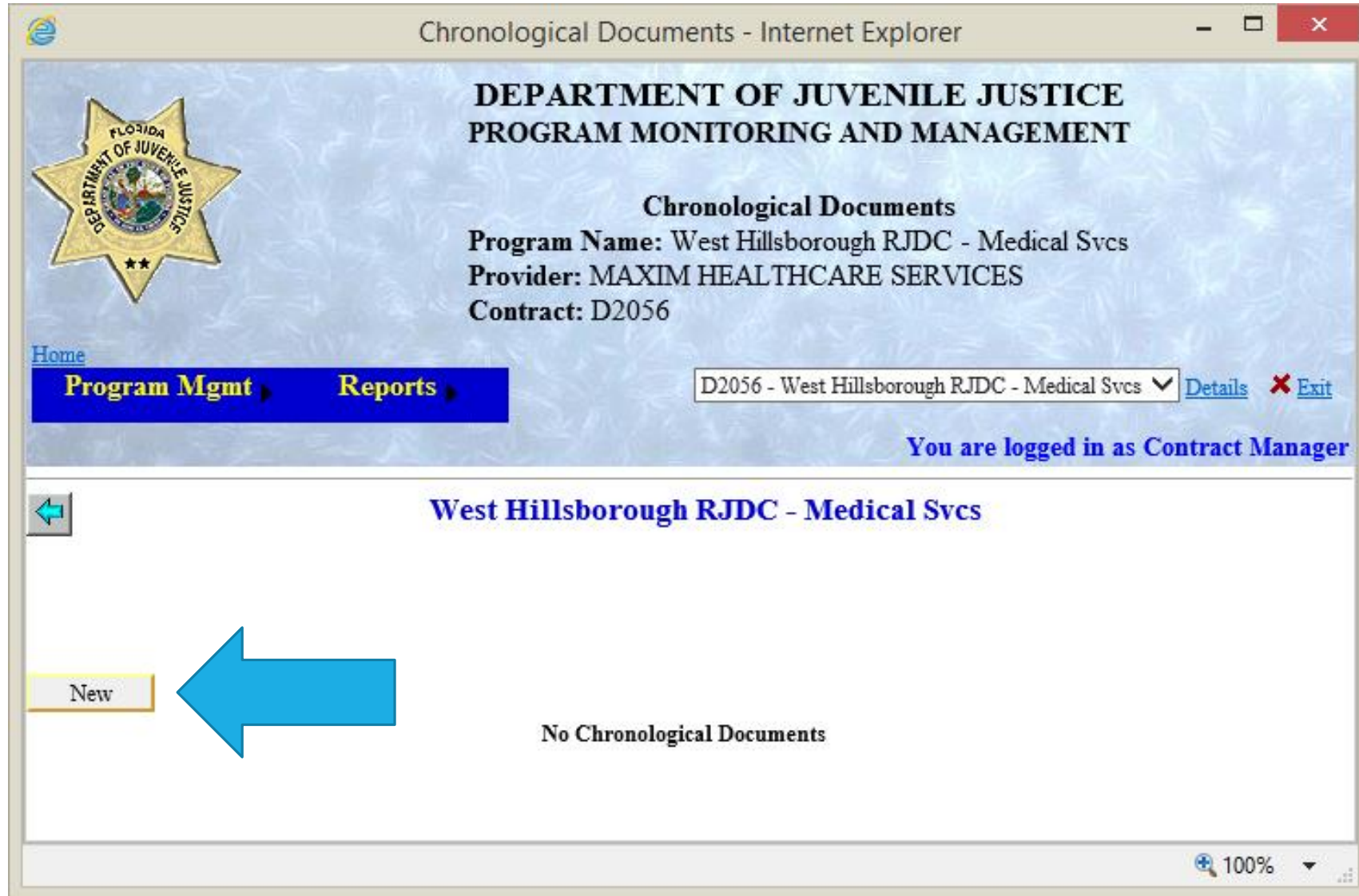
100%

Supervisors should check the box to indicate a supervisory note. Supervisory notes are shown in red in the Pending Reviews section of the screen

When finished entering your narrative, click **Save and Exit**. If you need to attach supporting documentation, click **Save and Add/Edit Attachments**.

Click the **Cancel** button if you do not want to add a note at this time.

# CHRONOLOGICAL NOTES ~ ATTACHMENTS



Save and Add/Edit Attachment opens the screen where you must click **New** in order to add a new attachment.



# CHRONOLOGICAL NOTES

Next the user can name their attachment. Date pre-populates to the current date but user can edit to reflect the DATE THE DOCUMENT WAS CREATED and then select what folder the item should be placed in. Finally user clicks browse to navigate to the document they wish to make part of the record.




**\*South Region - Juliana Gerena - Comp Eval Svs**

*Add the Exhibits/Documents for supporting documentation.*

Attachment Description:\*

Document Date:\* 04/24/2013 

Folder Name:\* Actions 

Document:\*   [Click here to see uploaded document](#)

Edit

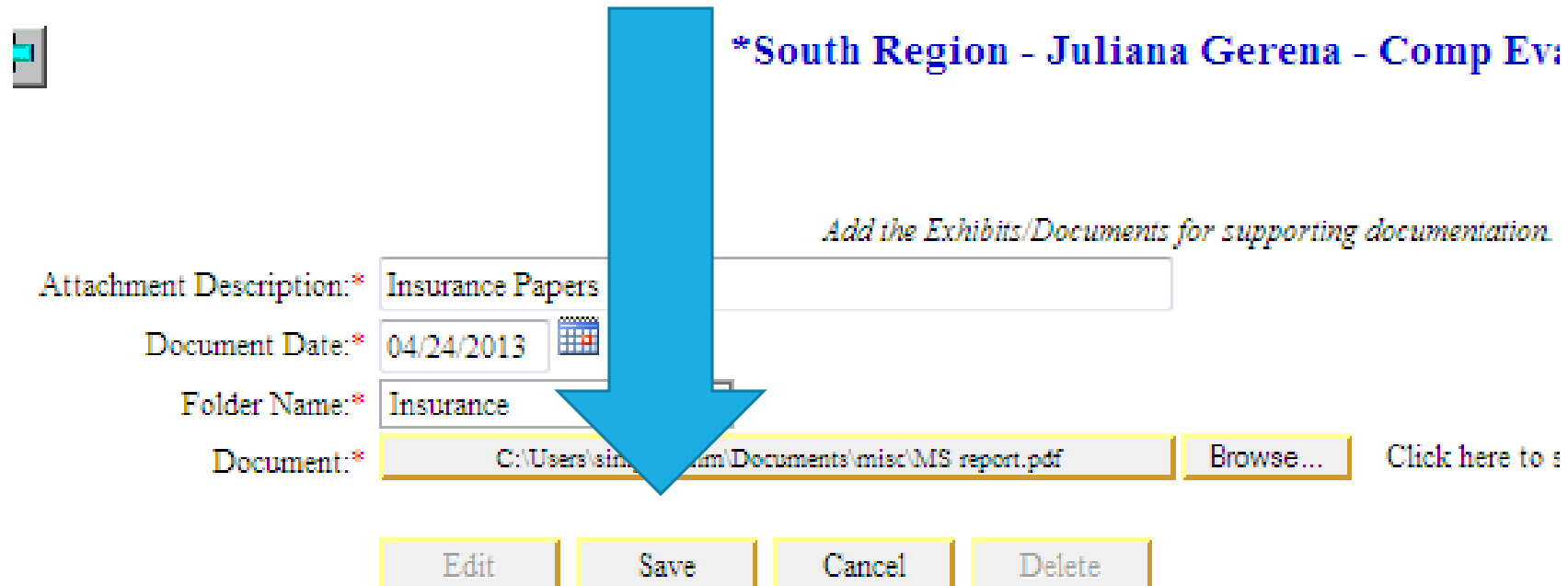
Save


Cancel

Delete

# CHRONOLOGICAL NOTES


Once finished then click the **Save** button.



 **\*South Region - Juliana Gerena - Comp Eva**

*Add the Exhibits/Documents for supporting documentation.*

Attachment Description:\* Insurance Papers

Document Date:\* 04/24/2013 

Folder Name:\* Insurance

Document:\* C:\Users\sim...m\Documents\misc\MS report.pdf [Browse...](#) [Click here to s](#)

[Edit](#) [Save](#) [Cancel](#) [Delete](#)

# CHRONOLOGICAL NOTES



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronological Documents**  
Program Name: \*South Region - Juliana Gerena - Comp Eval Svs  
Provider: GERENA, JULIANA PSY.D., P.A.  
Contract: X1457; X1458

[Home](#)  
**Program Mgmt** | **Program Assignment** | **Reports** | **Administration**

\*South Region - Juliana Gerena - Comp Eval Svs [Details](#) [Exit](#)  
You are logged in as Monitoring Team Member

 \*South Region - Juliana Gerena - Comp Eval Svs

• File Uploaded Successfully

[New](#)

		Document Description	Document Date	Last Updated By	Last Updated On
<a href="#">Select</a>	<a href="#">View</a>	Insurance Papers	04/24/2013	Peacock, Ruel L	04/24/2013 02:17 PM

Once saved the document will show in a grid. If you have multiple documents to upload then you can repeat the steps as needed.

# CHRONOLOGICAL NOTES



Once saved the document is now permanently located in the document library.

	<u>Document Date</u>	<u>Description</u>	<u>Contract Numbers</u>	<u>Folder Name</u>
Select	04/24/2013	Insurance Papers	X1457; X1458	Insurance



# CHRONOLOGICAL NOTES ~ PRINTING NOTES

Brevard RJDC - Medical Services						
Pending Reviews						
Print Chronologicals Deleted Chronologicals / Supervisory Reviews Report						
New						
Record Count: 25						
1 2 3						
	CONTACT DATE/TIME	ACTIVITY	TYPE	DOCUMENTS	LAST UPDATED BY	LAST UPDATED ON
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
<a href="#">Select</a>	05/31/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	05/31/2015 04:00 AM
Supervisory Review						

Under Pending Reviews, you can click the **Print Chronologicals** button to print a copy of the notes using a date range.

# CHRONOLOGICAL NOTES ~ GENERAL CHRONOLOGICALS

General Chronologicals is a place to store notes about a program that is not available in PMM yet. In the past monitors have indicated that they have done many tasks related to pre-operation on a program and have not had anywhere to store those tasks so they can get credit for them. Now users can create notes for the tasks and assign them to a program once the program has been added to PMM. To start the user would click the **New** button.

---

Pending Reviews

Completed Reviews

General Chronologicals

New

No General Chronologicals

# CHRONOLOGICAL NOTES

## General Chronological Notes

- This area stores notes about a program that is not yet in PMM.

Chronologicals - Internet Explorer



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Chronologicals**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

**West Hillsborough RJDC - Medical Svcs**

Pending Reviews

Completed Reviews

General Chronologicals

New

No General Chronologicals

Historical data form RSMS

100%

# CHRONOLOGICAL NOTES ~ GENERAL CHRONOLOGICALS

Chronological Entry - Internet Explorer

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronological Entry**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

 **General Chronological**

Remember to click the SAVE button before leaving this screen.

**Program Name:**

**Contact Date / Time \***  
 /

**Activity Time**  
Any time registered in a Monitoring Summary will not need to be entered in these data fields, as they feed into the Activity log and will cause duplication.

Time in Task:	Hr	<input type="text"/>	Min	<input type="text"/>
Time in Travel:	Hr	<input type="text"/>	Min	<input type="text"/>
Time in Prep:	Hr	<input type="text"/>	Min	<input type="text"/>

100%

You can select a program from the dropdown, but that step is not required. If this general chronological note is for a program that is not yet listed, leave the program name blank.

Enter all remaining data just like you would for any other chronological note.



# CHRONOLOGICAL NOTES ~ GENERAL CHRONOLOGICALS

Chronological Entry - Internet Explorer

Activity [\(explanation of activity types\)](#)

...

☐ Other (Specify)

Type

...

☐ Other (Specify)

Contacts ☐ N/A - No person

New

Title	Last Name	First Name

1

General Narrative:\*

7500 characters remaining...

☐ Check here if supervisory note (use 'Supervisory Review' button on main page for formal case review).

Attachments are to be used for supportive documentation only (ex: community services hours, provider progress reports, emails, etc.) and is not to be used in place of entering actual chronological. No Chronological Attachments.

100%

Once all text has been entered, click **Save and Exit** or **Save and Add/Edit Attachments** as needed.

You must click one of the Save buttons to save your chrono note.

# CHRONOLOGICAL NOTES ~ GENERAL CHRONOLOGICALS

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronologicals**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#) **Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as **Contract Manager**

**West Hillsborough RJDC - Medical Svcs**

Pending Reviews

Completed Reviews

General Chronologicals

[New](#)

[Record Count: 1](#)

	CONTACT DATE/TIME	ACTIVITY	TYPE	DOCUMENTS	LAST UPDATED BY	LAST UPDATED ON
<a href="#">Select</a>	08/31/2015 03:20 PM	Training Materials	File Review/Document Review	0	Staff, PMMCMgr	08/31/2015 03:22 PM

Historical data form RSMS

100%

The note will be shown in the list under General Chronologicals.

Any user with notes that are captured in General Chronologicals note section for more than 10 days will be notified as a reminder to get them associated with a program as quickly as possible.

# CHRONOLOGICAL NOTES ~ GENERAL CHRONOLOGICALS

Chronologicals - Internet Explorer

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

To start click select

**Chronologicals**  
Program Name: West Hillsborough RJDC - Medical Svcs  
Provider: MAXIM HEALTHCARE SERVICES  
Contract: D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

**West Hillsborough RJDC - Medical Svcs**

[Pending Reviews](#)  
[Completed Reviews](#)  
[General Chronologicals](#)

[New](#)

[Record Count: 1](#)

	CONTACT DATE/TIME	ACTIVITY	TYPE	DOCUMENTS	LAST UPDATED BY	LAST UPDATED ON
<a href="#">Select</a>	08/31/2015 03:20 PM	Training Materials	File Review/Document Review	0	Staff, PMMCMgr	08/31/2015 03:22 PM

[Historical data form RSMS](#)

100%

Once the program has been added to PMM, you can go back to the General Chronologicals section and associate all general notes with the correct program.

# CHRONOLOGICAL NOTES ~ GENERAL CHRONOLOGICALS

Chronological Entry - Internet Explorer

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Chronological Entry**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)  
You are logged in as Contract Manager

**General Chronological**  
Remember to click the SAVE button before leaving this screen.

**Program Name:** [Dropdown Menu]  
10060 - South - No Program Name  
Alachua RJDC - Medical Svcs  
Columbus Juvenile Residential Facility  
D2046 - Detention - No Program Name  
Fn- Anchorage Non- Residential  
Fn- Miami Bridge - South Youth Shelter  
Highlands Youth Academy  
Jacksonville Youth Academy  
Les Peters Academy  
Les Peters Academy Non-Secure  
Manatee RJDC - Medical Svcs  
Marion Youth Academy  
Melbourne Center for Personal Growth  
Mental Health & Substance Abuse Svcs.  
Miami Youth Academy  
Okaloosa RJDC - Psychiatric Svcs  
P C P - 04 Circuit - A M I Kids Jacksonville

**Contact Date / Time:** 08/31/2015 [Calendar Icon] [Time Icon]  
[Time Icon] / [Time Icon]

**Activity Time:**  
Any time registered  
feed into the Activity

**Time in Task:**  
**Time in Travel:**  
**Time in Prep:**

these data fields, as they

100%

Select the correct program from the drop down listing.

Scroll to the bottom and click **Save and Exit**.

Attachments are to be used for supportive documentation only (ex: community services hours, provider progress reports, emails, etc.) and is not to be used in place of entering actual chronological. No Chronological Attachments.

[Save and Add/Edit Attachments](#) [Save and Exit](#) [Cancel](#) [Delete](#)

100%



# CHRONOLOGICAL NOTES ~ GENERAL CHRONOLOGICALS

You are logged in as Contract Manager

West Hillsborough RJDC - Medical Svcs

Pending Reviews

[Print Chronologicals](#)

[New](#)

[Record Count: 15](#)

1 2

	CONTACT DATE/TIME	ACTIVITY	TYPE	DOCUMENTS	LAST UPDATED BY	LAST UPDATED ON
<a href="#">+ Select</a>	08/31/2015 03:20 PM	Training Materials	File Review/Document Review	0	Staff, PMMCMgr	08/31/2015 03:45 PM
<a href="#">+ Select</a>	08/31/2015 12:01 PM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	Staff, PMMCMC	08/31/2015 12:01 PM
<a href="#">+ Select</a>	08/28/2015 04:00 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	System, System	08/28/2015 04:00 AM
<a href="#">+ Select</a>	08/27/2015 08:41 AM	Reviewed/prepared contract actions (CIM's, amendments, renewals, terminations, RFP, etc).	Email	0	Staff, PMMCMgr1	08/27/2015 08:41 AM

100%

Once saved, the note moves to the chronological listing for the program selected and is removed from the general chronological area.

Completed Reviews

General Chronologicals

[New](#)

No General Chronologicals

Historical data form RSMS

100%

# MONITORING SUMMARY ON HOLD REPORT

PMM only allows one monitoring summary to be 'in process' at any given time. If additional summaries need to be created the pending items will need to be put on hold. This report provides a listing of all summaries that have been placed "on hold". Supervisors should follow-up with their staff regarding summaries placed "on-hold" to ensure they are completed.

http://jjiswebqt1/DJJPMM2010/home.aspx - Internet Explorer provided by Department of Juvenile Justice

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as OHS Staff

Closed Programs History  
Chronologicals  
Items to Complete Reports  
**Monitoring Summary On Hold Report**  
Management Reports


Branch: Detention  
Region: North  
Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library  
Monitoring History  
Monitoring Plan  
Monitoring Summary  
Deficiency Review  
Performance Measure  
Program Alerts

100%

# MONITORING SUMMARY ON HOLD REPORT

http://jjisweb3/DJJPMM2010/Reports/MonitoringSummaryOnHoldReport.aspx - Windows Internet Explorer provided by Department of Juv



DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Reports

[Home](#) [Details](#) [Exit](#)  
You are logged in as Master

### Monitoring Summary On Hold Pending Report

Contract #:

Branch:

Region:

Provider:

Start Date:

End Date:

Do you want to open or save rptSQLPMMMonitoringSummaryOnHold.pdf (14.8 KB) from jjisreportscls2?

Save  
Save as  
Save and open

100%

Enter the criteria you wish to search by and select the output format, either PDF, Excel or HTML.

Click **Open** to open and view your report, or click a **Save** option.

# MONITORING SUMMARY ON HOLD REPORT



## FLORIDA DEPARTMENT OF JUVENILE JUSTICE PROGRAM MONITORING & MANAGEMENT MONITORING SUMMARY ON HOLD REPORT

Branch: Detention 07/13/2015 - 09/01/2015

Contract Number	Facility Name	Date of Visit	Date Of Hold	Date Hold Ended	Total Days	Monitor	Provider (If None State)
10195	Duval RJDC MH and Medical Svcs-10195	08/26/2015	08/28/2015 03:27 PM	08/28/2015 03:34 PM	0	Gauk, Christine	CORRECT CARE SOLUTIONS, LLC
10195	Duval RJDC MH and Medical Svcs-10195	08/26/2015	08/28/2015 03:34 PM	08/28/2015 03:34 PM	0	Gauk, Christine	CORRECT CARE SOLUTIONS, LLC

Your report is generated, showing each monitoring summary on hold that meets your criteria.



# ITEMS TO COMPLETE REPORT

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

Home **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch: Detention

Region: North

Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts

This report provides a listing of all items pending some sort of action including monitoring plans, monitoring summaries, deficiencies, and performance measures.

100%



# ITEMS TO COMPLETE REPORT


rptSQLPMMItemsToComplete.pdf - Adobe Acrobat Pro

File Edit View Window Help

Create

1 / 1 103%

Tools Comment Share



## FLORIDA DEPARTMENT OF JUVENILE JUSTICE PROGRAM MONITORING & MANAGEMENT

### Items To Complete Report

Region: Statewide, Branch: All, Staff Name: External, Supv

*This report will outline all tasks that are outstanding on the date in question. It will show all no review or no assessment items as well as all pending items. This is simply a tool for the monitor to track his work items.*

#### Contract Reviews Needed or Pending

Staff Name	Contract #	Program	Provider	Status
CM, Staff	10128	Fn- Anchorage Non- Residential	FLORIDA NETWORK OF YOUTH AND FAMILY SERVICES, INC.	Needed

#### Corrective Action Plans Needed, Incomplete, Pending Approval or In Effect

Staff Name	Contract#	Program	Provider	Deficiency	Status	Date Identified
External, Staff	10128	Fn- Anchorage Non- Residential	FLORIDA NETWORK OF YOUTH AND FAMILY SERVICES, INC.	testing summary as external	Deficiency Identified	05/29/2015


# DOCUMENT LIBRARY

The Document Library allows users to store documents related to the monitoring of this program. Items can be stored as word documents, Adobe(PDF) or even pictures. Tools used for monitoring can be scanned and added to the record as needed to support any items written in monitoring summary.

Users can upload a document as part of a chronological note and have that item put directly into the document library as well.

# DOCUMENT LIBRARY

http://jjiswebqt1/DJJPMM2010/home.aspx - Internet Explorer provided by Department of Juvenile Justice

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

[Home](#) **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff

[Closed Programs History](#)  
[Chronologicals](#)  
[Items to Complete Reports](#)  
[Monitoring Summary On Hold Report](#)  
[Management Reports](#)

Branch:

Region:

Program:


[Document Library](#)  
[Monitoring History](#)  
[Monitoring Plan](#)  
[Monitoring Summary](#)  
[Deficiency Review](#)  
[Performance Measure](#)  
[Program Alerts](#)

100%

- The document library allows the provider to access documents within the library
- The primary documents that should be stored within the library are those that the provider would need access to, all other program specific documents should be stored within the appropriate folder in SharePoint

# DOCUMENT LIBRARY

http://jjiswebqt1/DJJPMM2010/documentLibrary.aspx?ID=-1378525978 - Windows Internet Explorer provided by Department of Juvenile



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Document Library**  
**Program Name:** Brevard RJDC - Medical Services  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** X1715

[Home](#)

[Details](#) [Exit](#) [Exit](#)  
You are logged in as Master

Group/Program name : Brevard RJDC - Medical Services

Select Documents Folder

- AIRS documents
- CC Mail Historical
- Medical Quarterly Reports
- Mental Health Quarterly Reports
- Monitoring Program
- Performance Measures
- QI documents and reports
- Reports
- Trend Analysis
- Work Orders

New Show All

	Document Date	Description	Contract Numbers	Folder Name	Last Updated By	Last Updated On
Select	11/24/2014	Brevard T.A. report		Medical Quarterly Reports	Sausville, Dannielle E	11/26/2014 12:26 PM

100%

The document library is a list of folders with documents related to monitoring. You can look at the documents in each folder by clicking on the folder to generate a list of the documents in that folder.

You can click the **Show All** button to see a list of all items in all folders that have been uploaded for a program.



# DOCUMENT LIBRARY

http://jjiswebqt1/DJJPM2010/documentLibrary.aspx?ID=-1378525978 - Windows Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Document Library**  
Program Name: Brevard RJDC - Medical Services  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: X1715

[Home](#) [Details](#) [Exit](#) [Exit](#)  
You are logged in as Master

Group/Program name : Brevard RJDC - Medical Services

Select Documents Folder

- AIRS documents
- CC Mall Historical
- Medical Quarterly Reports
- Mental Health Quarterly Reports
- Monitoring Program
- Performance Measures
- QI documents and reports
- Reports
- Trend Analysis
- Work Orders

**Add/Edit Document Details**

Contract Number(s) : X1715

Attachment Description:\*

Document Date:\*

Folder Name:\*

Document:\*

[Browse...](#)

[Save](#) [Cancel](#) [Delete](#)

[New](#) [Show All](#)

	Document Date	Description	Contract Numbers	Folder Name	Last Updated	Last Updated On
Select	11/24/2014	Brevard TA report		Medical Quarterly Reports	Sausville, Dannielle E	11/26/2014 12:26 PM

To add a new item to the document library, click the **New** button.

A menu will then appear which allows user to name the item (description), enter a document date and indicate which folder this document should appear in.

Click **Browse** to select the document to upload.



# DOCUMENT LIBRARY ~ VIEWING OR EDITING DOCUMENTS

http://jjswebqt1/DJJPM2010/documentLibrary.aspx?ID=-1378525978 - Windows Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Document Library**  
Program Name: Brevard RJDC - Medical Services  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: X1715

[Home](#) [Details](#) [Exit](#) [Exit](#)  
You are logged in as Master

Group/Program name : Brevard RJDC - Medical Services

Select Documents Folder

- AIRS documents
- CC Mail Historical
- Medical Quarterly Reports
- Mental Health Quarterly Reports
- Monitoring Program
- Performance Measures
- QI documents and reports
- Reports
- Trend Analysis
- Work Orders

**Add/Edit Document Details**

Contract Number(s) :  
Attachment Description:\* Brevard TA report  
Document Date:\* 11/24/2014  
Folder Name:\* Medical Quarterly Reports  
Document:\* [Click here to see uploaded document](#)

[Save](#) [Cancel](#) [Delete](#)

[New](#) [Show All](#)

	Document Date	Description	Contract Numbers	Folder Name	Last Updated By	Last Updated On
<a href="#">Select</a>	11/24/2014	Brevard TA report		Medical Quarterly Reports	Sausville, Dannielle E	11/26/2014 12:26 PM

Once you have located the document you wish to view or edit, click **Select**.

A menu will then appear that allows you to edit the description name or date if needed.

Once editing is complete, click **Save** to save your edits.

To view the document, click on the link and the item will open in a separate window.

Once viewing is complete, click **Cancel** to select another item in the library.

# DOCUMENT LIBRARY

Group/Program name : Brevard RJDC - Medical Services

Select Documents Folder

- AIRS documents
- CC Mail Historical
- Medical Quarterly Reports
- Mental Health Quarterly Reports
- Monitoring Program
- Performance Measures
- QI documents and reports
- Reports
- Trend Analysis
- Work Orders

**Add/Edit Document Details**

Contract Number(s) : X1715

Attachment Description:\* Brevard TA Report

Document Date:\* 07/01/2015

Folder Name:\* Mental Health Quarterly Reports

Document:\* C:\Users\hutchinsr\Desktop Browse...

Save Cancel Delete

New Show All

Select	Document Date	Description	Contract Numbers	Folder Name	Last Updated By	Last Updated On
<input type="checkbox"/>	11/24/2014	Brevard TA report		Medical Quarterly Reports	Sausville, Dannielle E	11/26/2014 12:26 PM

Once user has added all needed data then click the **Save** button.

# DOCUMENT LIBRARY

Group/Program name : Brevard RJDC - Medical Services

Select Documents Folder

- 📁 AIRS documents
- 📁 CC Mall Historical
- 📁 Medical Quarterly Reports
- 📁 Mental Health Quarterly Reports
- 📁 Monitoring Program
- 📁 Performance Measures
- 📁 QI documents and reports
- 📁 Reports
- 📁 Trend Analysis
- 📁 Work Orders

Once saved the item will be available in the folder selected to be viewed by all other PMM users.

New


Show All

	<u>Document Date</u>	<u>Description</u>	<u>Contract Numbers</u>	<u>Folder Name</u>	<u>Last Updated By</u>	<u>Last Updated On</u>
Select	11/24/2014	Brevard TA report		Medical Quarterly Reports	Sausville, Dannielle E	11/26/2014 12:26 PM
Select	07/01/2015	Brevard TA Report		Mental Health Quarterly Reports	Hutchins, Rosellyn R	07/07/2015 11:44 AM



# MONITORING HISTORY

http://jjiswebqt1/DJJPM2010/home.aspx - Internet Explorer provided by Department of Juvenile Justice

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

[Home](#) **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch:

Region:

Program:

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts

Monitoring History allows users to view all monitoring activities related to an active program. These are read only PDF reports.

100%


# MONITORING HISTORY

Documents available are:

- Monitoring Plans
- Monitoring Summaries
- Critical Issues
- Corrective Action Plans
- Minor Deficiencies

All documents are presented in read only PDF report format.

http://jjiswebqt1/DJJPMM2010/monitoringHistory.aspx?Id=58099004 - Internet Explorer

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** Manatee RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#) [Details](#) [Exit](#) [Exit](#)  
You are logged in as Master

**Monitoring Plan:**

	InComplete	Supervisor Name	Monitor Name	Date Completed	FiscalYear	ModifiedByName	ModifiedDateTime
<a href="#">View</a>	No	Haynes, Rosemary	Sausville, Dannielle E	11/20/2014 10:14 AM	2014 - 2015	Sausville, Dannielle E	11/20/2014 10:14 AM

**Monitoring Summary:**

	InComplete	Supervisor Name	Monitor Name	Date of Site Visit	FiscalYear	Critical Issue	Major Deficiency	Minor Deficiency	ModifiedByName	ModifiedDateTime
<a href="#">View</a>	No			10/15/2014	2014 - 2015	No	No	Yes	Ronda M Corr	10/31/2014 04:22 PM

**Critical Issue:**

**Corrective Action Plan:**

**Minor Deficiency:**

	InComplete	Supervisor Name	Monitor Name	Date Identified	Issue Description	Closed Date	Days Open	ModifiedByName	ModifiedDateTime
<a href="#">View</a>	Yes			10/15/2014	On site tracking logs are not being completed as required.		0	Sausville, Dannielle E	10/28/2014 03:21 PM
<a href="#">View</a>	Yes			10/15/2014	Medication Administration Record is not being filled out completely.		0	Sausville, Dannielle E	10/28/2014 03:22 PM
<a href="#">View</a>	Yes			10/15/2014	Individual Health Care Record is not being maintained as required.		0	Sausville, Dannielle E	10/28/2014 03:23 PM

100%

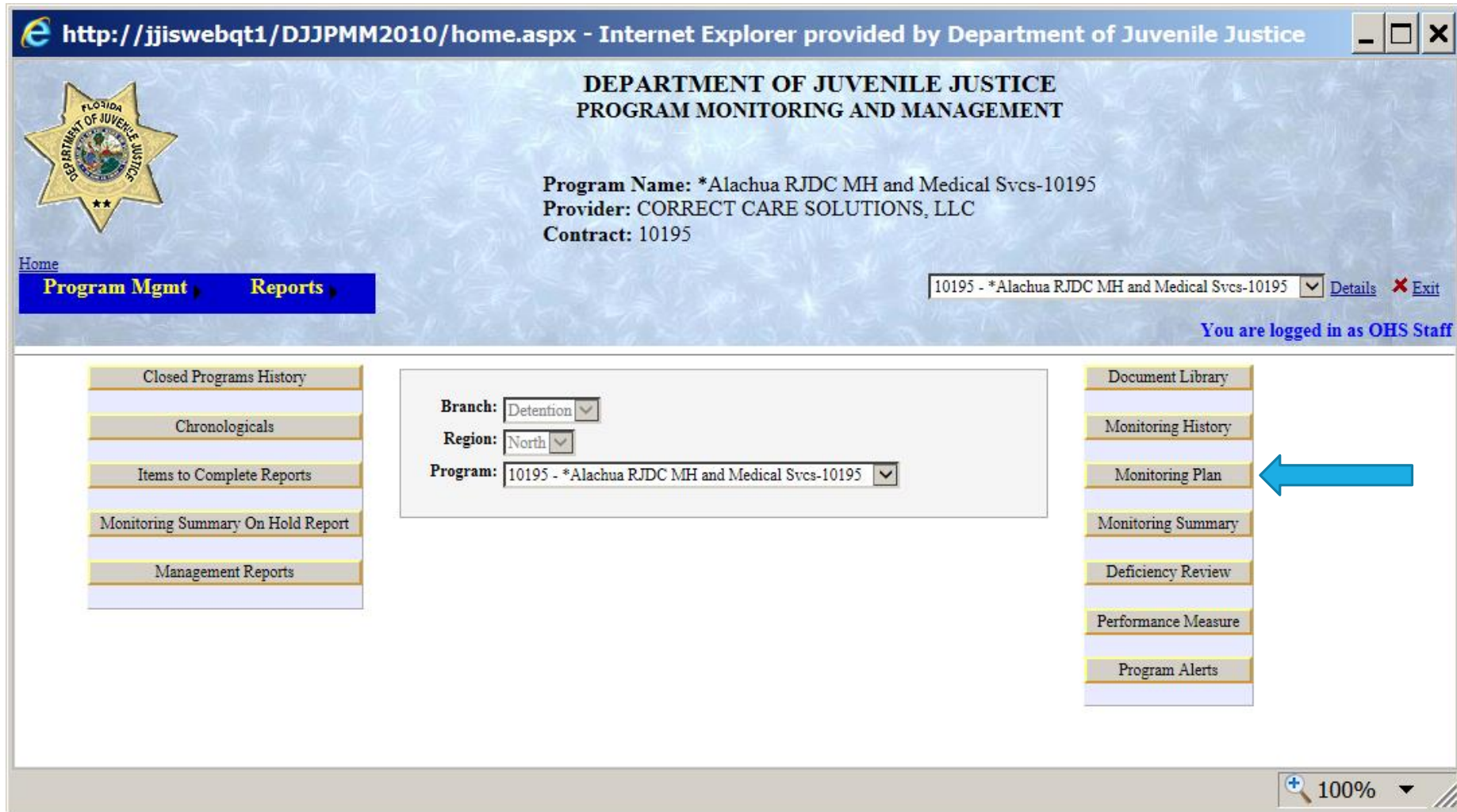


# MONITORING PLAN

The Monitoring Plan documents all types of monitoring that will be covered during the noted fiscal year with a target date for when each monitoring type will be completed.

The Monitoring Plan Report is intended to be a living document – always reflecting the most recent visit dates, compliance status, and number of outstanding deficiencies for each monitoring activity.

# MONITORING PLAN



http://jjiswebqt1/DJJPM2010/home.aspx - Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

[Home](#)  
**Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff

**Left Sidebar:**

- Closed Programs History
- Chronologicals
- Items to Complete Reports
- Monitoring Summary On Hold Report
- Management Reports

**Central Form:**

Branch:   
Region:   
Program:

**Right Sidebar:**

- Document Library
- Monitoring History
- Monitoring Plan
- Monitoring Summary
- Deficiency Review
- Performance Measure
- Program Alerts

100%

Staff create a NEW monitoring plan at the beginning of each fiscal year and when additional monitoring activities need to be added to the existing monitoring plan.

DJJ Program Area staff are able to view these monitoring plans but cannot add or edit.

# MONITORING PLAN

http://jjiswebqt1/DJJPM2010/MonitoringPlan/selectMonitoringPlan.aspx?ID=456148791 - Windows Internet Explorer provided by Depa

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Plan**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)  
**Program Mgmt** | **Program Assignment** | **Reports** | **Administration** | [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

Fiscal Year: 2014 - 2015

[<< Back](#) [New Monitoring Plan](#)

			Status	Completed By Monitor	Approved/Disapproved By	Created By	Created On	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Approved	RmNorth, Staff	RmNorth, Supv	RmNorth, Staff	05/08/2015 02:24 PM	RmNorth, Supv	05/08/2015 02:29 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Completed	OHSHealth, Staff		OHSHealth, Staff	05/08/2015 11:38 AM	OHSHealth, Staff	05/08/2015 11:38 AM
Select	<a href="#">View Report</a>		Approved	Cunningham, Darlene R.	Haynes, Rosemary	Beck, John P	11/24/2014 04:15 PM	Haynes, Rosemary	02/10/2015 03:47 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Approved	Sumner, Gayla S	Adams, Beth A	Adams, Beth A	10/29/2014 01:31 PM	Adams, Beth A	12/03/2014 04:43 PM

- Monitoring plans created for the current fiscal year are listed.
- Select a pending plan to edit or click **New Monitoring Plan** to begin a new one.
- Once a plan is approved it cannot be edited unless it is first disapproved by a supervisor.
- Click **View Report** to open a plan in PDF format.

# MONITORING PLAN ~ STEP 1

http://jjiswebqt1/DJJPM2010/MonitoringPlan/monitoringPlan.aspx?PageMode=Step1&ID=456148791 - Windows Internet Explorer provi...



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Plan- Step1**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#)  
**Program Mgmt** > **Program Assignment** > **Reports** > **Administration** > [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

<< Back Save Cancel Next >> Step 1 Step 2 Step 3

**Annual Administrative Monitoring**  
☒ Administrative Monitoring 06/30/2015

**Quarterly Health Services**  
☒ Quarterly Health Tool  
12/17/2014 N/A  
03/17/2015 N/A  
06/17/2015 N/A  
N/A

**Quarterly Mental Health Services**  
☒ Quarterly Mental Health Tool  
N/A  
N/A  
02/17/2015 N/A  
05/12/2015 N/A

**Safety and Security**  
☐ Physical Plant/Facility Standards/Departmental Property  
☐ Ratio Requirements  
☐ Transportation  
☐ Youth Classification  
☒ Care and Custody 05/08/2015

Data from the most recent monitoring plan completed during the current fiscal year prepopulate.

If a previous plan had not been completed and approved during the current fiscal year then this screen would be blank and you can add all that is needed.


If you are creating a new plan after a previous plan for the current fiscal year has been completed and approved, you can make any needed updates including changing target dates, as well as adding or removing items to be monitored.

**NOTE:** Do not change dates or delete the monitoring activities of any other staff, only those monitoring activities that you have created.



# MONITORING PLAN ~ STEP 1

http://jjswebqt1/DJJPM2010/MonitoringPlan/monitoringPlan.aspx?PageMode=Step1&ID=456148791 - Windows Internet Explorer provi...



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Plan- Step1**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#)  
**Program Mgmt** > **Program Assignment** > **Reports** > **Administration** > [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

<< Back Save Cancel Next >> Step 1 Step 2 Step 3

**Annual Administrative Monitoring**

<input checked="" type="checkbox"/> Administrative Monitoring	06/30/2015	
---	------------	--

**Quarterly Health Services**

<input checked="" type="checkbox"/> Quarterly Health Tool	12/17/2014	<input type="checkbox"/> N/A
	03/17/2015	<input type="checkbox"/> N/A
	06/17/2015	<input type="checkbox"/> N/A
		<input checked="" type="checkbox"/> N/A

**Quarterly Mental Health Services**

<input checked="" type="checkbox"/> Quarterly Mental Health Tool		<input checked="" type="checkbox"/> N/A
		<input checked="" type="checkbox"/> N/A
	02/17/2015	<input type="checkbox"/> N/A
	05/12/2015	<input type="checkbox"/> N/A

**Safety and Security**

<input type="checkbox"/> Physical Plant/Facility Standards/Departmental Property		
<input type="checkbox"/> Ratio Requirements		
<input type="checkbox"/> Transportation		
<input type="checkbox"/> Youth Classification		
<input checked="" type="checkbox"/> Care and Custody	05/08/2015	

If an item should be monitored multiple times during the year but the monitor plans to monitor less they can check **N/A** as needed.

Once entries on Step 1 are completed click on **Save** and then **Next>>** to move to Step 2.



# MONITORING PLAN ~ STEP 2

http://jjswebqt1/DJJPMM2010/MonitoringPlan/monitoringPlan.aspx?PageMode=Step2&ID=456148791 - Windows Internet Explore...

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Plan- Step2  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home  
**Program Mgmt** ▶ **Program Assignment** ▶ **Reports** ▶ **Administration** ▶ [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

<< Back Save Cancel Next >> Step 1 Step 2 Step 3

**Treatment**

<input type="checkbox"/> Case Management / IPP		
<input type="checkbox"/> Community Involvement		
<input type="checkbox"/> Contacts		
<input type="checkbox"/> Developmental Disability		
<input type="checkbox"/> Family Intervention / Parent Training		
<input type="checkbox"/> Family Involvement/Participation		
<input type="checkbox"/> Gender Specific Programming		
<input type="checkbox"/> Length of Stay		
<input type="checkbox"/> Life / Social Skills		
<input type="checkbox"/> Mentoring		
<input type="checkbox"/> Pilot Project		
<input type="checkbox"/> Pre-Vocational/Vocational/Job Training and Placement		
<input type="checkbox"/> Recreation & Leisure		
<input type="checkbox"/> Religious Opportunities		
<input type="checkbox"/> Self-Sufficiency Planning		
<input type="checkbox"/> Sex Offender Treatment		
<input type="checkbox"/> Substance Abuse Treatment		
<input type="checkbox"/> Victim Impact & Awareness/Restorative Justice		
<input checked="" type="checkbox"/> Mental Health Services	11/25/2014	
<input checked="" type="checkbox"/> Admission & Orientation	12/17/2014	
<input checked="" type="checkbox"/> Assessment & Evaluation	12/17/2014	
<input checked="" type="checkbox"/> Discharge / Transition	12/17/2014	
<input checked="" type="checkbox"/> Education	12/17/2014	

http://jjswebqt1/DJJPMM2010/MonitoringPlan/monitoringPlan.aspx?PageMode=Step2&ID=456148791# 100%

Continue to mark any items that need to be monitored during the course of the year, including target monitoring dates.

# MONITORING PLAN ~ STEP 3

http://jjiswebqt1/DJJPM2010/MonitoringPlan/monitoringPlan.aspx?PageMode=Step3&ID=456148791 - Windows Internet Explore...

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Plan- Step3**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#) **Program Mgmt** ▶ **Program Assignment** ▶ **Reports** ▶ **Administration** ▶ [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

<< Back Save Cancel Step 1 Step 2 Step 3

☒ Completed Submit

**Behavior Management**

<input type="checkbox"/> Behavioral Modification System		
<input type="checkbox"/> Grievance Process		
<input type="checkbox"/> Living Environment		

**Health Services**

<input type="checkbox"/> Food Services		
<input checked="" type="checkbox"/> Health Care Related Services	12/17/2014	
<input checked="" type="checkbox"/> Health Education	12/17/2014	
<input checked="" type="checkbox"/> OSHA Standards	12/17/2014	

**Other**

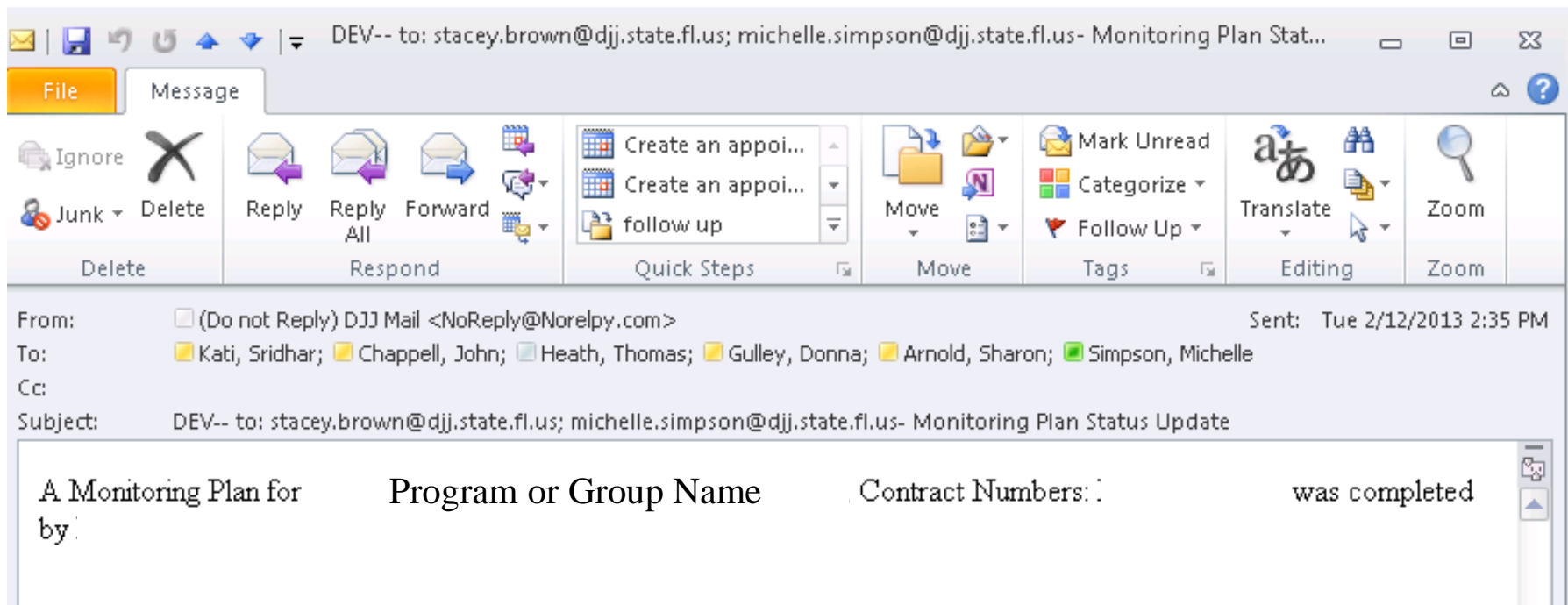
<input type="checkbox"/> Background Screening		
<input type="checkbox"/> Data & Reporting		
<input type="checkbox"/> Florida Single audit		
<input type="checkbox"/> Outcomes & Evaluation		
<input type="checkbox"/> Property Inventory		
<input type="checkbox"/> Security Audit		
<input type="checkbox"/> Special Contract Provisions		
<input checked="" type="checkbox"/> Quality Improvement Follow up	12/17/2014	

100%

Continue to select any items that will be monitored for this program or group during this fiscal year and enter the estimated date of monitoring.

Once all monitoring activities have been selected and target monitoring dates entered, check the **Completed** box, enabling the **Submit** button. Click **Submit**.

# MONITORING PLAN - AUTOMATED E-MAILS



Automated E-mails are sent to the Supervisor of the staff who complete and submit the monitoring plan. The email is sent once the monitoring plan is marked as complete and submitted.

# MONITORING PLAN ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPM2010/MonitoringPlan/selectMonitoringPlan.aspx?ID=456148791 - Windows Internet Explorer provided by Depa

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Plan**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#)  
**Program Mgmt** ▶ **Program Assignment** ▶ **Reports** ▶ **Administration** ▶ [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

Fiscal Year: 2014 - 2015  
<< Back New Monitoring Plan

			Status	Completed By Monitor	Approved/Disapproved By	Created By	Created On	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Completed	Staff, PMM		Staff, PMM	07/08/2015 01:38 PM	Staff, PMM	07/08/2015 02:05 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Approved	RmNorth, Staff	RmNorth, Supv	RmNorth, Staff	05/08/2015 02:24 PM	RmNorth, Supv	05/08/2015 02:29 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Completed	OHSHealth, Staff		OHSHealth, Staff	05/08/2015 11:38 AM	OHSHealth, Staff	05/08/2015 11:38 AM
Select	<a href="#">View Report</a>		Approved	Cunningham, Darlene R	Haynes, Rosemary	Beck, John P	11/24/2014 04:15 PM	Haynes, Rosemary	02/10/2015 03:47 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Approved	Sumner, Gayla S	Adams, Beth A	Adams, Beth A	10/29/2014 01:31 PM	Adams, Beth A	12/03/2014 04:43 PM

100%

Click **Select**  
next to the  
monitoring plan  
completed and  
pending  
approval.



# MONITORING PLAN ~ SUPERVISOR APPROVAL

The Supervisor reviews and approves or disapproves the plan. Disapproved plans require a comment to be entered. Click the **Save** button.

http://jjiswebqt1/DJJPM2010/MonitoringPlan/supervisorApproval.aspx?ID=456148791 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Plan -Supervisor Approval/Disapproval  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#) | [Program Mgmt](#) | [Program Assignment](#) | [Reports](#) | [Administration](#)

### Supervisor Approval/Disapproval

☒ Approve ☐ Disapprove

Comment:

7500 characters remaining...

When disapproved, it is returned to the submitter for updating.

http://jjiswebqt1/DJJPM2010/MonitoringPlan/supervisorApproval.aspx?ID=456148791 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Plan -Supervisor Approval/Disapproval  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#) | [Program Mgmt](#) | [Program Assignment](#) | [Reports](#) | [Administration](#) | [Details](#)  [Exit](#)

You are logged in as Contract Manager Supervisor

### Supervisor Approval/Disapproval

[Step 1](#) [Step 2](#) [Step 3](#) [Supervisor Approval](#)

☐ Approve ☒ Disapprove

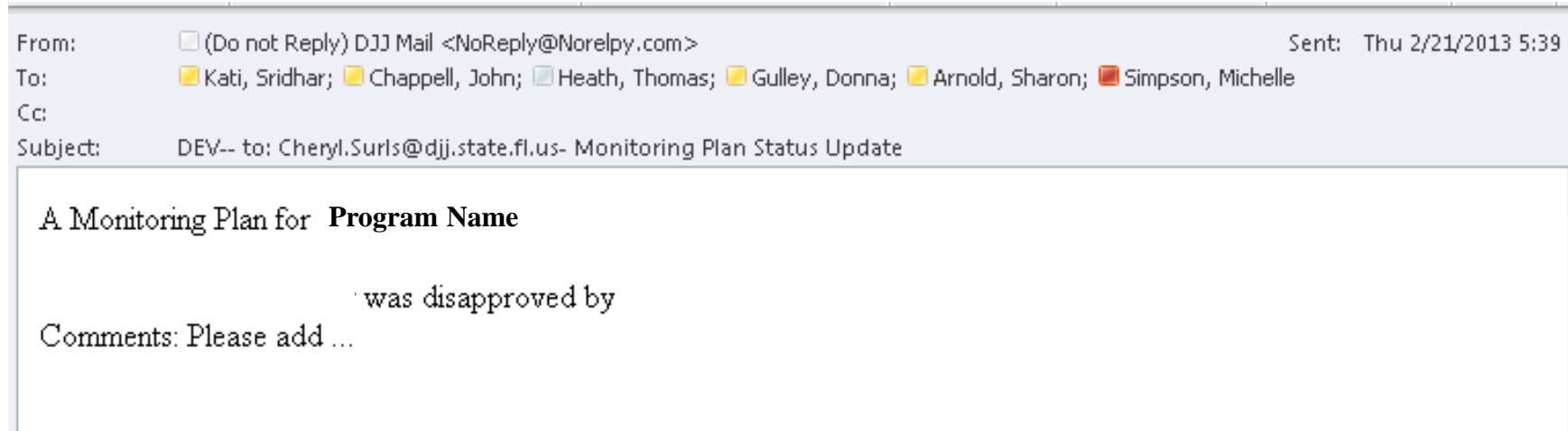
Supervisor must enter comments when disapproving a monitoring plan.

Comment: \*

7433 characters remaining...



# E-MAIL TO MONITOR ABOUT DISAPPROVAL



The submitter is notified by e-mail if the monitoring plan is approved or disapproved.

# AFTER DISAPPROVAL

When the monitoring plan is disapproved by the supervisor, the submitter can click **Select** and make updates requested by their supervisor.

http://jjiswebqt1/DJJPM2010/MonitoringPlan/selectMonitoringPlan.aspx?ID=456148791 - Windows Internet Explorer provided by Depa

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Plan**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)  
**Program Mgmt** , **Program Assignment** , **Reports** , **Administration** , [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

Fiscal Year: 2014 - 2015

<< Back New Monitoring Plan

			Status	Completed By Monitor	Approved/Disapproved By	Created By	Created On	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Disapproved	Staff, PMM	Staff, PMM	Staff, PMM	07/08/2015 01:38 PM	Staff, PMM	07/08/2015 03:26 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Approved	RmNorth, Staff	RmNorth, Supv	RmNorth, Staff	05/08/2015 02:24 PM	RmNorth, Supv	05/08/2015 02:29 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Completed	OHSHealth, Staff		OHSHealth, Staff	05/08/2015 11:38 AM	OHSHealth, Staff	05/08/2015 11:38 AM
Select	<a href="#">View Report</a>		Approved	Cunningham, Darlene R	Haynes, Rosemary	Beck, John P	11/24/2014 04:15 PM	Haynes, Rosemary	02/10/2015 03:47 PM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	Approved	Sumner, Gayla S	Adams, Beth A	Adams, Beth A	10/29/2014 01:31 PM	Adams, Beth A	12/03/2014 04:43 PM

100%

# MONITORING PLAN IS RE-SUBMITTED

http://jjiswebqt1/DJJPM2010/MonitoringPlan/monitoringPlan.aspx?PageMode=Step3&ID=456148791 - Windows Internet Explorer provide

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Plan- Step3  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home | **Program Mgmt** | Program Assignment | Reports | Administration | Details | Exit

You are logged in as Contract Manager Supervisor

<< Back | Save | Cancel | Next >> | [Step 1](#) | [Step 2](#) | **Step 3** | [Supervisor Approval](#)

☒ Completed | Submit

**Behavior Management**

<input type="checkbox"/> Behavioral Modification System		
<input type="checkbox"/> Grievance Process		
<input type="checkbox"/> Living Environment		

**Health Services**

<input type="checkbox"/> Food Services		
<input checked="" type="checkbox"/> Health Care Related Services	12/17/2014	
<input checked="" type="checkbox"/> Health Education	12/17/2014	
<input checked="" type="checkbox"/> OSHA Standards	12/17/2014	

**Other**

<input type="checkbox"/> Background Screening		
<input type="checkbox"/> Data & Reporting		
<input type="checkbox"/> Florida Single audit		
<input type="checkbox"/> Outcomes & Evaluation		
<input type="checkbox"/> Property Inventory		
<input type="checkbox"/> Security Audit		
<input type="checkbox"/> Special Contract Provisions		
<input checked="" type="checkbox"/> Quality Improvement Follow up	12/17/2014	

When the monitoring plan is updated as requested, check the **Completed** box and then click the **Submit** button.

The Supervisor reviews the monitoring plan for changes and then approves or disapproves the plan.

# MONITORING PLAN REPORT

rptSQLPMMMonitoringPlan.pdf - Adobe Acrobat Pro

File Edit View Window Help

Create | [Icons] | 103% | [Icons] | Tools | Comment | Share

Plan Date: 09/14/2015 Fiscal Year: 2015 - 2016

**Annual Administrative Monitoring**

Monitoring Type	Target Date	Last Visit	Compliance	Number of Deficiencies
Administrative Monitoring	12/31/2015		N/A	0

**Safety and Security**

Monitoring Type	Target Date	Last Visit	Compliance	Number of Deficiencies
Care and Custody	07/17/2015	07/17/2015	No	2
Physical Plant/Facility Standards/Departmental Property	07/17/2015	07/17/2015	Yes	0
Ratio Requirements	07/17/2015	07/17/2015	Yes	0
Transportation	07/17/2015	07/17/2015	Yes	0
Youth Classification	07/17/2015	07/17/2015	Yes	0

**Treatment**

Monitoring Type	Target Date	Last Visit	Compliance	Number of Deficiencies
Admission & Orientation	07/17/2015	07/17/2015	Yes	0
Assessment & Evaluation	07/17/2015	07/17/2015	Yes	0
Case Management / IPP	07/17/2015	07/17/2015	Yes	0
Community Involvement	07/17/2015	07/17/2015	Yes	0
Discharge / Transition	07/17/2015	07/17/2015	Yes	0
Education	07/17/2015	07/17/2015	Yes	0
Length of Stay	06/30/2016	07/17/2015	Yes	0
Mental Health Services	07/17/2015	07/17/2015	Yes	0
Pre-Vocational/Vocational/Job Training and Placement	07/17/2015	07/17/2015	Yes	0
Recreation & Leisure	07/17/2015	07/17/2015	Yes	0



# MONITORING SUMMARY

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)   **Program Mgmt**   **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195   [Details](#)   [Exit](#)

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch:

Region:

Program:

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts

The monitoring summary documents program compliance in various areas such as management, operations, and service delivery.

100%



# MONITORING SUMMARY

A monitoring can be conducted either on site or off site, during traditional or non traditional hours, and can be either an announced or unannounced monitoring.

You can not start a new monitoring summary if one has been started and not completed or put on hold.

In order to complete a monitoring summary a monitoring plan must have been completed during the current fiscal year.

# MONITORING SUMMARY


You can not start a new Monitoring Summary if one has been started and not completed or put on hold.

Contact the staff who started the incomplete monitoring summary and ask them to put it on hold.

**OR**

**Click Select, go to Step 8 and place the summary on hold, allowing you to begin your own summary.**

http://jjiswebqt1/DJJPM2010/MonitoringSummary/selectMonitoringSummary.aspx?ID=-348878251 - Windows Internet Explorer provided



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

Home **Program Mgmt** **Program Assignment** **Reports**

10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Regional Monitor Supervisor

There is an incomplete document pending. Please complete the item that has been started or delete it and start over. Items that have an approval history must be deleted by an administrator or DIO and must include justification as to why it should be deleted. Whenever possible and practical document should be corrected rather than deleted.

New Monitoring Summary

Fiscal year 2014 - 2015

			Visit Date	Status	Completed By	Completed Date And Time	Reviewed/Approved/Disapproved By	Reviewed/Approved/Disapproved Date And Time	Provider Agree/Disagree	Provider Agreed/Disagreed Date And Time	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	07/08/2015	Not Completed							PMMRegMtr Staff	07/09/2015 11:35 AM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	07/06/2015	Disagreed By Provider	PMMPProvider Staff	07/09/2015 09:01 AM	PMMPProvider Staff	07/09/2015 09:10 AM	PMMPProvider Staff	07/09/2015 09:14 AM	PMMPProvider Staff	07/09/2015 09:14 AM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	12/17/2014	Expired							System	02/18/2015 04:00 AM
Select	<a href="#">View Report</a>	<a href="#">Delete</a>	11/19/2014	Expired							System	12/04/2014 04:00 AM

100%

# MONITORING SUMMARY

http://jjiswebqt1/DJJPM2010/MonitoringSummary/selectMonitoringSummary.aspx?ID=1936407316 - Windows Internet Explorer provided

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home | **Program Mgmt** | Program Assignment | Reports | 10074 - Alachua RJDC - Medical Svcs [v] Details [X] Exit

You are logged in as Regional Monitor Supervisor

New Monitoring Summary

Fiscal year: 2014 - 2015 [v]

			Visit Date	Status	Completed By	Completed Date And Time	Reviewed/Approved/Disapproved By	Reviewed/Approved/Disapproved Date And Time	Provider Agree/Disagree	Provider Agreed/Disagreed Date And Time	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Delete	07/06/2015	Disagreed By Provider	PMMPProvider Staff	07/09/2015 09:01 AM	PMMPProvider Staff	07/09/2015 09:10 AM	PMMPProvider Staff	07/09/2015 09:14 AM	PMMPProvider Staff	07/09/2015 09:14 AM
Select	<a href="#">View Report</a>	Delete	12/17/2014	Expired							System System	02/18/2015 04:00 AM
Select	<a href="#">View Report</a>	Delete	11/19/2014	Expired							System System	12/04/2014 04:00 AM

http://jjiswebqt1/DJJPM2010/MonitoringSummary/selectMonitoringSummary.aspx?ID=1936407316 100%

The monitoring summary screen shows a list of all monitoring summaries for the selected program or group for a given fiscal year.

Click **Select** to view the screens, or click **View Report** to see the PDF report for that summary.


Click **New Monitoring Summary** to document a new monitoring event.

Note: A summary report can be deleted if it has not yet been approved by the supervisor.



# MONITORING SUMMARY ~ STEP 1

http://jjiswebqt1/DJJJPM2010/MonitoringSummary/visitInfo.aspx?Id=1936407316 - Windows Internet Explorer provided by Department



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Site Visit Information**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)

**Program Mgmt** | **Program Assignment** | **Reports**


10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

<< Back Save Cancel

\* ☐ Onsite ☐ Offsite  
\* ☐ Traditional ☐ Non-traditional  
\* ☐ Announced ☐ Unannounced

**Add Visit Dates**


Visit Date:  

100%

Enter the type of visit and the dates covered by this summary on step 1. For monitoring visits spanning several dates, you can add additional dates by clicking **Add Visit Dates** for each additional date needed. Once data from Step 1 is completed, click **Save** to move on to the next step.

# MONITORING SUMMARY ~ STEP 1

http://jjiswebqt1/DJJPM2010/MonitoringSummary/visitInfo.aspx?Id=1936407316 - Windows Internet Explorer provided by Department



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Site Visit Information**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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You are logged in as Regional Monitor Supervisor

<< Back | Save | Cancel | Next >>


Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8

\* ☐ Onsite ☒ Offsite  
\* ☒ Traditional ☐ Non-traditional  
\* ☐ Announced ☒ Unannounced

Add Visit Dates

Visit Date:\* 7/8/2015

A message will indicate the record saved. Click **OK**.

**Message from webpage**  
 Record Saved  
OK




# MONITORING SUMMARY ~ STEP 2

The screenshot shows a web browser window with the address bar displaying: `http://jjiswebqt1/DJJPM2010/MonitoringSummary/monitoringType.aspx?ID=1936407316 - Windows Internet Explorer provided by Depart`. The page header features the Florida Department of Juvenile Justice logo on the left and the text "DEPARTMENT OF JUVENILE JUSTICE PROGRAM MONITORING AND MANAGEMENT" on the right. Below the header, the page title is "Monitoring Summary- Monitoring Type". The program details are listed: "Program Name: Alachua RJDC - Medical Svcs", "Provider: UNIVERSITY OF FLORIDA", and "Contract: 10074". A navigation bar contains links for "Home", "Program Mgmt", "Program Assignment", and "Reports". A dropdown menu is set to "10074 - Alachua RJDC - Medical Svcs", with "Details" and "Exit" links. A status message at the bottom right says "You are logged in as Regional Monitor Supervisor". The main content area has navigation buttons "<< Back" and "Next >>". A progress bar shows steps from "Step 1" to "Step 8", with "Step 2" highlighted. Below the progress bar, a text instruction reads: "Click add to select each Monitoring type that will be addressed in this monitoring summary." At the bottom of this section are four buttons: "Add", "Save", "Cancel", and "Delete". The browser's status bar at the very bottom shows a zoom level of "100%".

Click **Add** to select each type of monitoring that was conducted during this visit.

# MONITORING SUMMARY ~ STEP 2

http://jjiswebqt1/DJJPMM2010/MonitoringSummary/monitoringType.aspx?ID=1936407316 - Windows Internet Explorer provided by Depart

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Monitoring Type**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#) **Program Mgmt** **Program Assignment** **Reports** 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

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<< Back Next >> Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

Monitoring Types: ...  
Click add to select each type processed in this monitoring summary.

- Other Related Monitoring
- Technical Assistance
- Administrative Monitoring
- Quarterly Mental Health Tool
- Mental Health Services
- Quarterly Health Tool
- Admission & Orientation
- Assessment & Evaluation
- Discharge / Transition
- Education
- Health Care Related Services
- Health Education
- OSHA Standards
- Quality Improvement Follow up
- Care and Custody


Add Save Cancel Delete

100%

The monitoring type drop down is populated based on the most recent completed and approved Monitoring Plan.

# MONITORING SUMMARY ~ STEP 2

http://jjiswebqt1/DJJPM2010/MonitoringSummary/monitoringType.aspx?ID=-348878251 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Monitoring Type**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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You are logged in as Regional Monitor Supervisor

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Monitoring Types: Other Related Monitoring

[Step 1](#) [Step 2](#) [Step 3](#) [Step 4](#) [Step 5](#) [Step 6](#) [Step 7](#) [Step 8](#)

Monitoring Type	Program in compliance
Other Related Monitoring	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Ongoing
	<input type="checkbox"/> Major Deficiency <input type="checkbox"/> Minor Deficiency <input type="checkbox"/> Critical Deficiency

Click add to select each Monitoring type that will be addressed in this monitoring summary.

[Add](#) [Save](#) [Cancel](#) [Delete](#)


100%

Once monitoring type is selected, indicate program compliance by selecting Yes, No, or Ongoing. If not in compliance, indicate if the deficiency is Major, Minor or Critical. Click **Save**. User can repeat these steps as needed to outline all areas that were monitored during this visit.



# MONITORING SUMMARY ~ STEP 2

http://jjiswebqt1/DJJPM2010/MonitoringSummary/monitoringType.aspx?ID=-348878251 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Monitoring Type**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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You are logged in as Regional Monitor Supervisor

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[Step 1](#) [Step 2](#) [Step 3](#) [Step 4](#) [Step 5](#) [Step 6](#) [Step 7](#) [Step 8](#)

	<u>Monitoring Type</u>	<u>Program In Compliance</u>	<u>Major Deficiency</u>	<u>Minor Deficiency</u>	<u>Critical Issue</u>
Select	Other Related Monitoring	Yes	No	No	No
Select	Health Education	No	Yes	No	No

Click add to select each Monitoring type that will be addressed in this monitoring summary.

[Add](#) [Save](#) [Cancel](#) [Delete](#)

100%

When all Monitoring Types have been entered, click **Next>>** or **Step 3** to move to the next screen.

# MONITORING SUMMARY ~ STEP 3

http://jjiswebqt1/DJJPM2010/MonitoringSummary/observationDetails.aspx?ID=-1482532333 - Windows Internet Explorer provided by D

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Observation details**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#) **Program Mgmt** **Program Assignment** **Reports** 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

<< Back Save Cancel Next >> [Step 1](#) [Step 2](#) Step 3 [Step 4](#) [Step 5](#) [Step 6](#) [Step 7](#) [Step 8](#)

Monitoring Purpose: \* Enter information related to the purpose for this monitoring visit. What items are being monitored? 7400 characters remaining... [Check Spelling](#)

Findings: \* Enter information related to your findings resulting from this monitoring visit. 7420 characters remaining... [Check Spelling](#)

Documents Reviewed: 7500 characters remaining... [Check Spelling](#)

100%

On Step 3 you must enter the Monitoring Purpose as well as the Findings. You also have the ability to enter Documents Reviewed if applicable to this monitoring.



# MONITORING SUMMARY ~ STEP 3

Observations:

7500 characters remaining...

Youth Interviews:

7500 characters remaining...

Staff Interviews:

7500 characters remaining...

Check Spelling


Check Spelling

Check Spelling

Step 3 has areas to document your Observations, Youth Interviews, and Staff Interviews, if there were any. These fields are not required and will be suppressed on the report if no information is entered. Each text box has a plus sign that allows you to expand the size of the box allowing you to see all of the text that has been typed. Each box also has a spell check button that must be clicked to spell check the text.

# MONITORING SUMMARY ~ STEP 4

http://jjiswebqt1/DJJPM2010/MonitoringSummary/censusDetails.aspx?ID=-348878251 - Windows Internet Explorer provided by Departm



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Summary- Census Information  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home  
**Program Mgmt** | **Program Assignment** | **Reports**

10074 - Alachua RJDC - Medical Svcs [Details] [Exit]

You are logged in as Regional Monitor Supervisor

<< Back | Save | Cancel | Next >>

[Step 1](#) | [Step 2](#) | [Step 3](#) | **Step 4** | [Step 5](#) | [Step 6](#) | [Step 7](#) | [Step 8](#)

JJIS Total Count:

Sample size:

# of Files Reviewed:

Actual Count:

Staff to Client Ratio Met?: ☐ Yes ☐ No ☐ N/A

Staff vacancies: ☐ Yes ☐ No

Title of staff vacancies

7500 characters remaining... [Check Spelling]


100%

On Step 4 you can enter in the sample size and or number of files reviewed, if that applies. You should enter the actual count and indicate if staff to client ratio was met and if there were staff vacancies for all onsite visits. If user indicates there were vacancies then the title of the vacancies must be listed.

Step 4 is optional and may be left blank if not applicable.

# MONITORING SUMMARY ~ STEP 5

http://jjiswebqt1/DJJPM2010/MonitoringSummary/deficiency.aspx?ID=-348878251&deficiencyType=cri - Windows Internet Explorer pro



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Summary- Critical Issue  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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**Program Mgmt** ▶ **Program Assignment** ▶ **Reports** ▶ 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

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Please add any data related to critical issue items on this screen.  
Software will only allow entry of Deficiency data indicated on step 2 of this summary.  
If there were no critical issue items then proceed to the next step.

		Critical Issue		Date Identified	Status	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Quarterly Mental Health Tool- Mental Health, Subs...	Item # 25 - All youth had SRSI (MHSA 002) accurately completed by Mental Health staff in JJIS at intake/admission to the detention center.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:35 AM
Select	<a href="#">View Report</a>	Quarterly Mental Health Tool- Suicide Prevention	Item # 58 - Youth with suicide risk factors at the time of intake or after admission were referred to mental health and placed on Precautionary Observation or Secure Observation.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:34 AM
Select	<a href="#">View Report</a>	Quarterly Mental Health Tool- Suicide Prevention	Item # 64 - Assessment of Suicide Risk (form MHSA 004) is completed by Mental Health Clinical staff within 24 hours, or immediately if the youth is in crisis.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:38 AM
Select	<a href="#">View Report</a>	Quarterly Mental Health Tool- Suicide Prevention	Item # 65 - Assessment of Suicide Risk (form MHSA 004) if completed by a non-licensed mental health clinical staff person is reviewed by a licensed mental health professional within 24 hours.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:41 AM
Select	<a href="#">View Report</a>	Quarterly Mental Health Tool- Suicide Prevention	Item # 67 - Clinical Review of Assessment of Suicide Risk (MHSA 004) and Follow-Up ASR (MHSA 005) are documented.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:55 AM

[Add/Edit](#) [Save](#) [Cancel](#) [Delete](#)

Critical Issue Identified ☐ Yes ☒ No

100%

Step 5 is where you document **Critical Issues**. If no critical issues were identified on Step 2, you will skip to the next step.

Previously identified critical issues are shown in the table as read only.

# MONITORING SUMMARY ~ STEP 5

The screenshot shows a web browser window with the URL <http://jjiswebqt1/DJJPM2010/MonitoringSummary/deficiency.aspx?ID=-1371208955&deficiencyType=cr>. The form contains the following fields and controls:

- Buttons: Add/Edit, Save, Cancel, Delete (at the top and bottom).
- Radio buttons: Critical Issue Identified (Yes, No).
- Monitoring Activity: A dropdown menu currently showing "Other Related Monitoring".
- Date Identified: A date field showing "07/08/2015".
- Critical Issue: A large text area with the placeholder text "Enter information related to the critical issue in this field." and a character count of "7438 characters remaining...". A "Check Spelling" button is to its right.
- Immediate Action Taken: A large text area with the placeholder text "Enter information related to the immediate action taken." and a character count of "7444 characters remaining...". A "Check Spelling" button is to its right.
- Date Closed: A date field.
- Days Taken for Correction: A numeric input field showing "0".

If the issue has already been resolved you can enter the date that it was closed and the system will calculate the number of days taken for the closure.

Once all data has been entered click **Save**.

If critical issues were identified on Step 2 click the **Add/Edit** button to enable data to be entered.

Select the Monitoring Activity related to the critical issue. Only monitoring types with a critical issue identified on Step 2 are available for selection.

Enter the date identified, nature of the critical issue, and any immediate action taken by the program staff.



# MONITORING SUMMARY ~ STEP 5

The newly entered Critical Issue is shown in the table along with previously identified Critical Issues.

This Critical Issue can be edited by clicking **Select** and then **Add/Edit**.

The system identifies the last update and staff who made the update.

http://jjswebqt1/DJJPMM2010/MonitoringSummary/deficiency.aspx?ID=-1371208955&deficiencyType=cr - Windows Internet Explorer pro

Please add any data related to critical issue items on this screen.  
Software will only allow entry of Deficiency data indicated on step 2 of this summary.  
If there were no critical issue items then proceed to the next step.

		Critical Issue	Date Identified	Status	Last Updated By	Last Updated On	
Select	View Report	Quarterly Mental Health Tool-Mental Health, Subs...	Item # 25 - All youth had SRSI (MHSA 002) accurately completed by Mental Health staff in JJIS at intake/admission to the detention center.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:35 AM
Select	View Report	Quarterly Mental Health Tool-Suicide Prevention	Item # 58 - Youth with suicide risk factors at the time of intake or after admission were referred to mental health and placed on Precautionary Observation or Secure Observation.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:34 AM
Select	View Report	Quarterly Mental Health Tool-Suicide Prevention	Item # 64 - Assessment of Suicide Risk (form MHSA 004) is completed by Mental Health Clinical staff within 24 hours, or immediately if the youth is in crisis.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:38 AM
Select	View Report	Quarterly Mental Health Tool-Suicide Prevention	Item # 65 - Assessment of Suicide Risk (form MHSA 004) if completed by a non-licensed mental health clinical staff person is reviewed by a licensed mental health professional within 24 hours.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:41 AM
Select	View Report	Quarterly Mental Health Tool-Suicide Prevention	Item # 67 - Clinical Review of Assessment of Suicide Risk (MHSA 004) and Follow-Up ASR (MHSA 005) are documented.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 10:55 AM
Select	View Report	Other Related Monitoring	Enter information related to the critical issue	07/08/2015	Deficiency Identified	Staff, PMMRegMtr	07/10/2015 09:34 AM

Add/Edit Save Cancel Delete

Last updated by Staff, PMMRegMtr on 07/10/2015 09:34 AM

Critical Issue Identified ☒ Yes ☐ No

Monitoring Activity: \* Other Related Monitoring

Date Identified: \* 07/08/2015

Critical Issue \*  
Enter information related to the critical issue in this field.

Immediate Action Taken: \*  
Enter information related to the immediate action taken.

Date Closed:

Days Taken for Correction: 0

Add/Edit Save Cancel Delete

95%

# MONITORING SUMMARY ~ STEP 6

Step 6 is where you document **Major Deficiencies**. If no major deficiencies were identified on Step 2, you will skip to the next step.

Previously identified major deficiencies are shown in the table as read only.

http://jjswebqt1/DJJPMM2010/MonitoringSummary/deficiency.aspx?ID=-348878251&deficiencyType=maj - Windows Internet Explorer pro

**DEPARTMENT OF JUVENILE JUSTICE**  
PROGRAM MONITORING AND MANAGEMENT

Monitoring Summary- Major Deficiency  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home | **Program Mgmt** | Program Assignment | Reports | 10074 - Alachua RJDC - Medical Svcs [Details] [Exit]

You are logged in as Regional Monitor Supervisor

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Please add any data related to Major deficiency items on this screen.  
Software will only allow entry of Deficiency data indicated on step 2 of this summary.  
If there were no major deficiency items then proceed to the next step.

		Major Deficiency		Date Identified	Status	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Quarterly Mental Health Tool- Mental Health Subst...	Item # 50 - Counseling/Therapy notes support treatment goals in treatment plan, and are documented on form MHSA 018 or a form containing all elements of MHSA 018.	11/19/2014	Deficiency Corrected	Beck, John P	02/18/2015 03:34 PM
Select	<a href="#">View Report</a>	Quarterly Mental Health Tool- Psychiatric Services	Item # 51 - Psychiatric referrals by mental health staff are documented and provided to the psychiatrist or psychiatric ARNP.	11/19/2014	Deficiency Corrected		03/25/2015 10:18 AM
Select	<a href="#">View Report</a>	Quarterly Health Tool- IHCR/CPA/HRA	Major deficiency- IHCR/CPA/HRH Major Deficiency Upon review of the four medical files it was noted that forms are not being updated with medical information on a consistent basis. The problem lists were not updated with all of the youths' diagnoses, the infections and communicable disease forms were not updated with STD Screening results, chronic illness education was not updated on the health education form, newly prescribed medications were not documented on the health education form.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:44 PM
Select	<a href="#">View Report</a>	Quarterly Health Tool- Infectious Prevention of C...	Major Deficiency- Infectious Prevention of communicable disease Please ensure that the pre- and post-test counseling is being documented on the Health Education Form. ** At the time of this review the facility does not have a provider to conduct HIV Testing **The provider and facility needs to familiarize themselves with the Rule 63M-2.052; therefore compliance can be maintained.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:46 PM
Select	<a href="#">View Report</a>	Quarterly Health Tool- Medication Administration	Major Deficiency- Medication Administration Upon review of the four medical records it was noted that there are several inconsistent practices noted by the medical staff. Youths that are receiving prn medications did not have proper follow up documentation nor did they have their signatures on the MARs after receiving medications. Youth D.J. DJJID# 1146747 was ordered Cipro and Clindamycin due to An infected dog back on his right leg. The DHA ordered the medication and in the chart and it was documented by the medical staff that they was waiting on the youth's private insurance information in order to fill the prescription. The medical staff was instructed to use diamond pharmacy back up for issues like this and then it can start immediately. The antibiotics were delayed 48 hrs. Before starting. Medical staff was also instructed that we do not wait on the youth's private insurance when in our care.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:48 PM
Select	<a href="#">View Report</a>	Quarterly Health Tool- Alerts	Major Deficiency- Alerts Please reference # 6b The facility has a documented practice; however upon review of the four medical files it was noted that information was not updated or revised on a consistent basis.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:49 PM

[Add/Edit] [Save] [Cancel] [Delete]

Major Deficiency Identified ☐ Yes ☒ No

Major Deficiency Statuses – Deficiency Identified, Completed, Monitor Review, Ineffect, Deficiency Corrected, or Administratively Closed

# MONITORING SUMMARY ~ STEP 6

If major deficiencies were identified on Step 2, click the **Add/Edit** button to enable data to be entered.

The provider will be required to create an Outcome Based Correct Action Plan (OBCAP) to address the major deficiency.

http://jjswebqt1/DJJPMH2010/MonitoringSummary/deficiency.aspx?ID=-348878251&deficiencyType=maj - Windows Internet Explorer pro

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Major Deficiency**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

Home **Program Mgmt** **Program Assignment** **Reports** 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Regional Monitor Supervisor

<< Back Next >> Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

Please add any data related to Major deficiency items on this screen.  
Software will only allow entry of Deficiency data indicated on step 2 of this summary.  
If there were no major deficiency items then proceed to the next step.

		Major Deficiency	Date Identified	Status	Last Updated By	Last Updated On
Select	View Report	Quarterly Mental Health Tool- Mental Health/Subst...	Item # 50 - Counseling/Therapy notes support treatment goals in treatment plan, and are documented on form MHSA 018 or a form containing all elements of MHSA 018.	11/19/2014	Deficiency Corrected	Beck, John P 02/18/2015 03:34 PM
Select	View Report	Quarterly Mental Health Tool- Psychiatric Services	Item # 51 - Psychiatric referrals by mental health staff are documented and provided to the psychiatrist or psychiatric ARNP.	11/19/2014	Deficiency Corrected	03/25/2015 10:18 AM
Select	View Report	Quarterly Health Tool- IHCR/CPA/HRA	Major deficiency- IHCR/CPA/HRH Major Deficiency Upon review of the four medical files it was noted that forms are not being updated with medical information on a consistent basis. The problem lists were not updated with all of the youths' diagnoses, the infections and communicable disease forms were not updated with STD Screening results, chronic illness education was not updated on the health education form, newly prescribed medications were not documented on the health education form.	12/17/2014	Ineffect	Haynes, Rosemary 04/02/2015 02:44 PM
Select	View Report	Quarterly Health Tool- Infectious Prevention of C...	Major Deficiency- Infectious Prevention of communicable disease Please ensure that the pre- and post-test counseling is being documented on the Health Education Form. ** At the time of this review the facility does not have a provider to conduct HIV Testing **The provider and facility needs to familiarize themselves with the Rule 63M-2.052; therefore compliance can be maintained.	12/17/2014	Ineffect	Haynes, Rosemary 04/02/2015 02:46 PM
Select	View Report	Quarterly Health Tool- Medication Administration	Major Deficiency- Medication Administration Upon review of the four medical records it was noted that there are several inconsistent practices noted by the medical staff. Youths that are receiving prn medications did not have proper follow up documentation nor did they have their signatures on the MARs after receiving medications. Youth D.J. DJJID# 1146747 was ordered Clindamycin due to An infected dog back on his right leg. The DHA ordered the medication and in the chart and it was documented by the medical staff that they were waiting on the youth's private insurance information in order to fill the prescription. The medical staff was instructed to use diamond pliers to get the dog back up for issues like this and then it can start immediately. The antibiotics were delayed 48 hrs. Before starting. Medical staff was also instructed to not wait on the youth's private insurance when in our care.	12/17/2014	Ineffect	Haynes, Rosemary 04/02/2015 02:48 PM
Select	View Report	Quarterly Health Tool- Alerts	Major Deficiency- Alerts Please reference # 6b The facility has not had a consistent practice; however upon review of the four medical files it was noted that information was not updated or revised on a consistent basis.	12/17/2014	Ineffect	Haynes, Rosemary 04/02/2015 02:49 PM

Add/Edit Save Cancel Delete

Major Deficiency Identified ☒ Yes ☐ No

100%

# MONITORING SUMMARY ~ STEP 6

http://jjiswebqt1/DJJJPM2010/MonitoringSummary/deficiency.aspx?ID=-1371208955&deficiencyType=ma - Windows Internet Explorer pro

Major Deficiency Identified ☒ Yes ☐ No

Monitoring Activity:\* Health Education

Date Identified:\* 07/07/2015

Major Deficiency\* Enter information related to the deficiency in this field.

7442 characters remaining...

Requirement\* Enter information related to the requirement that is deficient.

7437 characters remaining...

Buttons: Add/Edit, Save, Cancel, Delete

Select the Monitoring Activity that revealed the major deficiency.

Only monitoring types with a major deficiency identified in Step 2 are available for selection.

Enter the date identified, nature of the major deficiency and the requirement.

Click **Save**.



# MONITORING SUMMARY ~ STEP 6

http://jjswebqt1/DJJPM2010/MonitoringSummary/deficiency.aspx?ID=-1371208955&deficiencyType=ma - Windows Internet Explorer pro

Please add any data related to Major deficiency items on this screen.  
Software will only allow entry of Deficiency data indicated on step 2 of this summary.  
If there were no major deficiency items then proceed to the next step.

		Major Deficiency	Date Identified	Status	Last Updated By	Last Updated On	
Select	View Report	Quarterly Mental Health Tool- Mental Health Subst...	Item # 50 - Counseling/Therapy notes support treatment goals in treatment plan, and are documented on form MHSA 018 or a form containing all elements of MHSA 018.	11/19/2014	Deficiency Corrected	Beck, John P	02/18/2015 03:34 PM
Select	View Report	Quarterly Mental Health Tool- Psychiatric Services	Item # 51 - Psychiatric referrals by mental health staff are documented and provided to the psychiatrist or psychiatric ARNP.	11/19/2014	Deficiency Corrected		03/25/2015 10:18 AM
Select	View Report	Quarterly Health Tool- IHCRA/CPA/HRA	Major deficiency- IHCRA/CPA/HRH Major Deficiency Upon review of the four medical files it was noted that forms are not being updated with medical information on a consistent basis. The problem lists were not updated with all of the youths' diagnoses, the infections and communicable disease forms were not updated with STD Screening results, chronic illness education was not updated on the health education form, newly prescribed medications were not documented on the health education form.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:44 PM
Select	View Report	Quarterly Health Tool- Infectious Prevention of C...	Major Deficiency- Infectious Prevention of communicable disease Please ensure that the pre- and post-test counseling is being documented on the Health Education Form. ** At the time of this review the facility does not have a provider to conduct HIV Testing **The provider and facility needs to familiarize themselves with the Rule 63M-2.052; therefore compliance can be maintained.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:46 PM
Select	View Report	Quarterly Health Tool- Medication Administration	Major Deficiency- Medication Administration Upon review of the four medical records it was noted that there are several inconsistent practices noted by the medical staff. Youths that are receiving prn medications did not have proper follow up documentation nor did they have their signatures on the MARs after receiving medications. Youth D.J. DJJID# 1 was ordered Cipro and Clindamycin due to An infected dog back on his right leg. The DHA ordered the medication and in the chart and it was entered by the medical staff that they was waiting on the youth's private insurance information in order to fill the prescription. The medication was instructed to use diamond pharmacy back up for issues like this and then it can start immediately. The antibiotics were delayed 48 hrs. B... Medical staff was also instructed that we do not wait on the youth's private insurance when in our care.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:48 PM
Select	View Report	Quarterly Health Tool- Alerts	Major Deficiency- Alerts Please reference # 6b The facility has... practice; however upon review of the four medical files it was noted that information was not updated or revised on a consistent basis.	12/17/2014	Ineffect	Haynes, Rosemary	04/02/2015 02:49 PM
Select	View Report	Health Education	Enter information related to the deficiency in this field.	07/07/2015	Deficiency Identified	Staff, PMMRegMtr	07/10/2015 09:30 AM

Add/Edit Save Cancel Delete

Last updated by Staff, PMMRegMtr on 07/10/2015 09:30 AM

Major Deficiency Identified ☒ Yes ☐ No

Monitoring Activity: \* Health Education

Date Identified: \* 07/07/2015

Major Deficiency: \*

Requirement: \*

Add/Edit Save Cancel Delete

The newly entered major deficiency is shown in the table along with previously identified major deficiencies.

This major deficiency can be edited by clicking **Select** and then **Add/Edit**.

The system identifies the last update and staff who made the update.

# MONITORING SUMMARY ~ STEP 7

http://jjswebqt1/DJPHM2010/MonitoringSummary/deficiency.aspx?ID=-1371208955&deficiencyType=mi - Windows Internet Explorer pro

**DEPARTMENT OF JUVENILE JUSTICE**  
PROGRAM MONITORING AND MANAGEMENT

Monitoring Summary- Minor deficiency  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home **Program Mgmt** **Program Assignment** **Reports** 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Regional Monitor Supervisor

<< Back Next >> Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

Please enter any data related to Minor deficiency items on this screen.  
Software will only allow entry of Deficiency data indicated on step 2 of this summary.  
If there were no minor deficiency items then proceed to the next step.

		Minor Deficiency		Date Identified	Status	Last Updated By	Last Updated On
Select	View Report	Quarterly Mental Health Tool- Coordination of Men...	Item # 17 - JJS Health Services Report is not current.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 11:10 AM
Select	View Report	Quarterly Mental Health Tool- Mental Health/Subs...	Item # 40 - Initial treatment plans contained youth and parent/guardian's signature (or documented reason for their absence).	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 11:13 AM
Select	View Report	Quarterly Health Tool- Clinical Protocols/Credent...	Minor Deficiency The facility medical staff had current licenses and CPR/AED as required; however there was not a Collaborative Protocol in place for the ARNP.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:16 PM
Select	View Report	Quarterly Health Tool- Health Care Admissions/AET	Minor Deficiency Upon review of the four medical files it was noted that youth R.T. DJIID# 1127747 did not have his Medical and Mental health screening completed within 24 hrs. Minor Deficiency Upon review of the four medical files it was noted that youth T.R. DJIID# 1127747 received Basic Orientation; however there was not a date noted; therefore the 24hr time frame could not be verified. Youth A.J. DJIID# 1128561 did not have a Basic Orientation Form noted in his IHCR.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:19 PM
Select	View Report	Quarterly Health Tool- IHCR/CPA/HRA	Minor Deficiency Upon review of the four medical files it was noted that the facility has a documented practice; however the HRHs were not updated with youths' medical changes. Youth T.R. DJIID# 1127747 HRH was not updated with his new condition of cellulitis of the arm. Youth D.J. DJIID# 1146747 was not updated with the information regarding an infected dog bite to leg.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:21 PM
Select	View Report	Quarterly Health Tool- Onsite Tracking Log Requir...	Minor Deficiency Upon review of the required logs, the sick call log, STD Log, Chronic Log and the episodic log were not updated as required or they were not in place as required by Rule 63 M-2.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:23 PM
Select	View Report	Quarterly Health Tool- Sick Call	Minor Deficiency Upon review of the four medical files the sick call process was noted to be inconsistent with the reviewing by the RN within 24hrs. Of a LPN completing sick calls.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:27 PM
Select	View Report	Quarterly Health Tool- Health Education	Minor Deficiency Upon review of the four medical files it was noted that youth T.R. DJIID# 1127747 received Basic Orientation; however there was not a date noted; therefore the 24hr time frame could not be verified. Youth A.J. DJIID# 1128561 did not have a Basic Orientation Form noted in his IHCR.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:33 PM
Select	View Report	Quarterly Health Tool- Transitional Health Discha...	Minor Deficiency Please be advised that documentation of youths that have orders to follow-up with services upon release must be documented under transitional/health Discharge Planning.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:34 PM

Add Edit Save Cancel Delete

Minor deficiency Identified ☒ Yes ☐ No

95%

Step 7 is where you document **Minor Deficiencies**. If no minor deficiencies were identified on Step 2, you will skip to the next step.

Previously identified minor deficiencies are shown in the table as read only.

Minor Deficiency Statuses – Deficiency Identified, Deficiency Corrected, or Administratively Closed

# MONITORING SUMMARY ~ STEP 7

http://jjiswebqt1/DJJPM2010/MonitoringSummary/deficiency.aspx?ID=-1371208955&deficiencyType=mi - Windows Internet Explorer pro

Minor deficiency Identified ☒ Yes ☐ No

Monitoring Activity: \* Admission & Orientation

Date Identified: \* 07/07/2015

Enter information related to the deficiency in this field.

Minor deficiency: \*

7442 characters remaining...

Check Spelling

Enter information related to the requirement that is deficient.

Requirement: \*

7437 characters remain

Check Spelling

Add/Edit Save Cancel Delete

95%

Select the Monitoring Activity that revealed the minor deficiency.

Only monitoring types with a minor deficiency identified on Step 2 are available for selection.

Enter the date the minor deficiency was identified, nature of the minor deficiency, and the requirement.

Click **Save**.

# MONITORING SUMMARY ~ STEP 7

http://jjiswebqt1/DJJPM2010/MonitoringSummary/deficiency.aspx?ID=-1371208955&deficiencyType=mi - Windows Internet Explorer pro

Please enter any data related to Minor deficiency items on this screen.  
Software will only allow entry of Deficiency data indicated on step 2 of this summary.  
If there were no minor deficiency items then proceed to the next step.

		Minor Deficiency	Date Identified	Status	Last Updated By	Last Updated On	
Select	View Report	Quarterly Mental Health Tool- Coordination of Men...	Item # 17 - JJIS Health Services Report is not current.	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 11:10 AM
Select	View Report	Quarterly Mental Health Tool- Mental Health/Subst...	Item # 40 - Initial treatment plans contained youth and parent/guardian's signature (or documented reason for their absence).	11/19/2014	Deficiency Corrected	Beck, John P	12/01/2014 11:13 AM
Select	View Report	Quarterly Health Tool- Clinical Protocols/Credent...	Minor Deficiency The facility medical staff had current licenses and CPR/AED as required; however there was not a Collaborative Protocol in place for the ARNP.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:16 PM
Select	View Report	Quarterly Health Tool- Health Care Admissions/AET	Minor Deficiency Upon review of the four medical files it was noted that youth R.T. DJIID# 1127747 did not have his Medical and Mental health screening completed within 24 hrs. Minor Deficiency Upon review of the four medical files it was noted that youth T.R. DJIID# 1127747 received Basic Orientation; however there was not a date noted; therefore the 24hr time frame could not be verified. Youth A.J. DJIID# 1128561 did not have a Basic Orientation Form noted in his IHCR.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:19 PM
Select	View Report	Quarterly Health Tool- IHCR/CPA/HRA	Minor Deficiency Upon review of the four medical files it was noted that the facility has a documented practice; however the HRHs were not updated with youths' medical changes. Youth T.R. DJIID# 1127747 HRH was not updated with his new condition of cellulitis of the arm. Youth D.J. DJIID# 1146747 was not updated with the information regarding an infected dog bite to leg.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:21 PM
Select	View Report	Quarterly Health Tool- Onsite Tracking Log Requir...	Minor Deficiency Upon review of the required logs, the sick call log, STD Log, Chronic Log and the episodic log were not updated as required or they were not in place as required by Rule63 M-2.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:23 PM
Select	View Report	Quarterly Health Tool- Sick Call	Minor Deficiency Upon review of the four medical files the sick call process was noted to be inconsistent with the reviewing by the RN within 24hrs. Of a LPN completing sick calls.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:27 PM
Select	View Report	Quarterly Health Tool- Health Education	Minor Deficiency Upon review of the four medical files it was noted that youth T.R. DJIID# 1127747 received Basic Orientation; however there was not a date noted; therefore the 24hr time frame could not be verified. Youth A.J. DJIID# 1128561 did not have a Basic Orientation Form noted in his IHCR.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:33 PM
Select	View Report	Quarterly Health Tool- Transitional Health Discha...	Minor Deficiency Please be advised that documentation on youths that have orders to follow-up with services upon release must be documented under transitional/health Discharge Planning.	12/17/2014	Deficiency Identified	Cunningham, Darlene R	02/13/2015 12:34 PM
Select	View Report	Admission & Orientation	Enter information related to the deficiency in this field.	07/07/2015	Deficiency Identified	Staff, PMMRegMtr	07/10/2015 10:15 AM

[Add/Edit](#) [Save](#) [Cancel](#) [Delete](#)

Last updated by Staff, PMMRegMtr on 07/10/2015 10:15 AM

Minor deficiency Identified ☒ Yes ☐ No

Monitoring Activity: Admission & Orientation

Date Identified: 07/07/2015

Minor deficiency: Enter information related to the deficiency in this field.

Requirement: Enter information related to the requirement that is deficient.

[Add/Edit](#) [Save](#) [Cancel](#) [Delete](#)

The newly entered minor deficiency is shown in the table along with previously identified minor deficiencies.


This minor deficiency can be edited by clicking **Select** and then **Add/Edit**.

The system identifies the last update and staff who made the update.



# MONITORING SUMMARY ~ STEP 8

http://jjswebqt1/DJJPM2010/MonitoringSummary/additionalSiteVisitDetails.aspx?ID=1420001133 - Windows Internet Explorer provid



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary- Step8**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#) **Program Mgmt** **Reports**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor

[<< Back](#) [Save](#) [Cancel](#)

[Step 1](#) [Step 2](#) [Step 3](#) [Step 4](#) [Step 5](#) [Step 6](#) [Step 7](#) [Step 8](#)

☐ Completed [Submit](#)

**On Hold Pending**

**Hold Reason**

- ☐ \*Awaiting Additional Information from Program (internal investigations, youth records, disciplinary action, other corrective action, training records, supporting documentation, etc.)
- ☐ \*Awaiting Additional Information from Region/QI/OHS/HQ (policy/rule interpretation, etc.)
- ☐ \*Awaiting Regional/OHS/HQ Review and Approval of Contract Action (review of deficiency findings, draft of deficiency notification letter, review/approval of same, etc.)
- ☐ \*Awaiting Regional/OHS/HQ Review and Approval for Satisfied Contract Action (following verification review/approval of findings, draft removal/2nd Verify/Intent to Default notification letters, review/approval of same, etc.)
- ☐ \* 24 hour response to program issue priority (used when monitor needs to respond to emergent priority)
- ☐ \*Other Qualified Reasons Approved by SMAII/RD (emergency response to programs, 24hr response to programs, catch all that was previously reviewed/approved by supervisor)

**Comments**

500 characters remaining...

[Save Hold](#) [Cancel](#) [Check Spelling](#)

On Step 8, you can mark the monitoring summary as completed and submit it, or you can place the summary on hold if you are waiting for additional information or actions to occur. Placing the summary on hold will allow other staff to create a monitoring summary to document their visits.

# MONITORING SUMMARY ~ ON HOLD

http://jjiswebqt1/DJJPPM2010/MonitoringSummary/additionalSiteVisitDetails.aspx?ID=-1371208955 - Windows Internet Explorer provi

☐ Completed

**On Hold Pending**  
Placed on hold for pending by Staff, PMMRegMtr on 07/10/2015 11:16 AM

**Hold Reason**

- ☒ \*Awaiting Additional Information from Program *(internal investigations, youth records, disciplinary action, other corrective action, training records, supporting documentation, etc.)*
- ☐ \*Awaiting Additional Information from Region/QI/OHS/HQ *(policy/rule interpretation, etc.)*
- ☐ Awaiting Regional/OHS/HQ Review and Approval of Contract Action *(review of deficiency findings, draft of deficiency notification letter, review/approval of same, etc.)*
- ☐ \*Awaiting Regional/OHS/HQ Review and Approval for Satisfied Contract Action *(following verification review/approval of findings, draft removal/2nd Verify/Intent to Default notification letters, review/approval of same, etc.)*
- ☐ \*24 hour response to program issue priority *(used when monitor needs to respond to emergent priority)*
- ☐ \*Other Qualified Reasons Approved by SMAIL/RD *(emergency response to programs, 24hr response to programs, catch all that was previously reviewed/approved by supervisor)*


Comments:  
Enter information related to why the monitoring summary is being placed on hold.

420 characters remaining...

Click the appropriate reason for placing this summary on hold. You must enter a comment to explain the hold. Click **Save Hold**. A message will appear confirming the hold.

# MONITORING SUMMARY ~ ON HOLD

http://jjiswebqt1/DJJPMM2010/MonitoringSummary/selectMonitoringSummary.aspx?ID=-1371208955 - Windows Internet Explorer provided



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)

**Program Mgmt** | **Program Assignment** | **Reports** | 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

[New Monitoring Summary](#)

Fiscal year 2014 - 2015

			Visit Date	Status	Completed By	Completed Date And Time	Reviewed/Approved/Disapproved By	Reviewed/Approved/Disapproved Date And Time	Provider Agree/Disagree	Provider Agreed/Disagreed Date And Time	Last Updated By	Last Updated On
<a href="#">Select</a>	<a href="#">View Report</a>	<a href="#">Delete</a>	07/08/2015	OnHold	PMRegMtr Staff	07/10/2015 10:57 AM					PMRegMtr Staff	07/10/2015 11:16 AM
<a href="#">Select</a>	<a href="#">View Report</a>	<a href="#">Delete</a>	07/06/2015	Disagreed By Provider	PMProvider Staff	07/09/2015 09:01 AM	PMProvider Staff	07/09/2015 09:10 AM	PMProvider Staff	07/09/2015 09:14 AM	PMProvider Staff	07/09/2015 09:14 AM
<a href="#">Select</a>	<a href="#">View Report</a>	<a href="#">Delete</a>	12/17/2014	Expired							System System	02/18/2015 04:00 AM
<a href="#">Select</a>	<a href="#">View Report</a>	<a href="#">Delete</a>	11/19/2014	Expired							System System	12/04/2014 04:00 AM

100%

When ready to complete and submit, **Select** the summary from the list on the monitoring summary screen.



# MONITORING SUMMARY ~ SUBMITTED

Mark the summary  
as **Completed** on  
Step 8 and click  
**Submit**.

http://jjiswebqt1/DJJPM2010/MonitoringSummary/additionalSiteVisitDetails.aspx?ID=223688522 - Windows Internet Explorer provide

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Summary- Step8  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home  
Program Mgmt Reports 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Regional Monitor

<< Back Save Cancel Next >> Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

☐ Completed Submit

**On Hold Pending**  
Placed on hold for pending by Staff, PMMRegMtr on 07/13/2015 03:18 PM

**Hold Reason**

- ☒ \*Awaiting Additional Information from Program (internal investigations, youth records, d
- ☐ \*Awaiting Additional Information from Region/QI/OHS/HQ (policy/rule interpretation, e
- ☐ Awaiting Regional/OHS/HQ Review and Approval of Contract Action (review of deficien
- ☐ \*Awaiting Regional/OHS/HQ Review and Approval for Satisfied Contract Action (follow
- ☐ \* 24 hour response to program issue priority (used when monitor needs to respond to em
- ☐ \*Other Qualified Reasons Approved by SMAII/RD (emergency response to programs, 2

Enter information related to why the monitoring summary:

Comments:

420 characters remaining...

Save Hold Cancel

http://jjiswebqt1/DJJPM2010/MonitoringSummary/additionalSiteVisitDetails.aspx?ID=223688522 - Windows Internet Explorer provide

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Monitoring Summary- Step8  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home  
Program Mgmt Reports 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Regional Monitor

<< Back Save Cancel Next >> Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

☒ Completed Submit

7/13/2015

100%



# MONITORING SUMMARY ~ SUBMITTED

- Summaries completed by a Regional Monitor or Contract Manager are reviewed by a supervisor before being reviewed by the program area staff.
- Summaries completed by External Team Members are reviewed and approved/disapproved by a supervisor.
- Summaries completed by a Supervisor are automatically marked as reviewed by a supervisor.
- After the review process is completed by the program area staff, the summary is approved by the supervisor for the staff who completed the summary

# MONITORING SUMMARY ~ SUPERVISOR APPROVAL

## NO REVIEW BY PROGRAM AREA

http://jjiswebqt1/DJJPMM2010/MonitoringSummary/selectMonitoringSummary.aspx?ID=-1966217137 - Windows Internet Explorer provided

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Monitoring Summary**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#) **Program Mgmt** **Program Assignment** **Reports** 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

New Monitoring Summary


Fiscal year 2015 - 2016

			Visit Date	Status	Completed By	Completed Date And Time	Reviewed/Approved/Disapproved By	Reviewed/Approved/Disapproved Date And Time	Provider Agree/Disagree	Provider Agreed/Disagreed Date And Time	Last Updated By	Last Updated On
<a href="#">Select</a>	<a href="#">View Report</a>	<a href="#">Delete</a>	07/13/2015	Reviewed By Program Area Supervisor	PMMRegMtr Staff	07/13/2015 04:03 PM					PMMProgramArea Staff	07/14/2015 08:24 AM

Once submitted by the Contract Manager or Regional Monitor, the summary shows a status of Completed By Monitor, and the date and time of the summary completion. The Last Updated fields indicate the time and date of the Regional Monitor submission. The summary is now ready for the submitter's supervisor to approve. Click **Select** to open the monitoring summary.

# MONITORING SUMMARY ~ SUPERVISOR APPROVAL

http://jjiswebqt1/DJJPM2010/MonitoringSummary/supervisorApproval.aspx?ID=-1966217137 - Windows Internet Explorer provided by D

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Supervisor Review/Approval/Disapproval  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home **Program Mgmt** Program Assignment Reports 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Regional Monitor Supervisor

### Supervisor Approval/Disapproval

<< Back Next >>

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8 Supervisor Review/Approval Provider Agree/Disagree

☐ Disapprove ☒ Approve

Comments are required if the summary is being disapproved. They are optional if the summary is being approved.

Comment:

7389 characters remaining...

Save Cancel

StatusTypeName	Comments	CreatedByName	CreatedDateTime	ModifiedByName	ModifiedDateTime
Reviewed By Program Area Supervisor	Program Area Staff enters a comment to document review of the monitoring summary.	Staff, PMMProgramArea	07/14/2015 08:19 AM	Staff, PMMProgramArea	07/14/2015 08:24 AM
Reviewed By Supervisor		Staff, PMMRegMtrSup	07/13/2015 04:50 PM	Staff, PMMRegMtrSup	07/13/2015 04:50 PM
Completed By OPA		Staff, PMMRegMtr	07/13/2015 04:03 PM	Staff, PMMRegMtr	07/13/2015 04:03 PM
OnHold	Enter information related to why the monitoring summary is being placed on hold.	Staff, PMMRegMtr	07/13/2015 03:18 PM	Staff, PMMRegMtr	07/13/2015 03:18 PM

100%

After reviewing the summary, the supervisor can mark it as approved or disapprove the summary and it will be returned to the submitter for corrections or additional information.

If disapproved, a comment to explain the disapproval is required. No comment is required if approving the monitoring summary.

Click **Save**.

This step is completed for all summaries, however the statuses shown in the table will vary depending on staff completing the summary and whether a program area review was required.



# MONITORING SUMMARY ~ SUPERVISOR APPROVAL

http://jjswebqt1/DJJPMH2010/MonitoringSummary/supervisorApproval.aspx?ID=-1966217137 - Windows Internet Explorer provided by D



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

Supervisor Review/Approval/Disapproval  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home | **Program Mgmt** | Program Assignment | Reports

10074 - Alachua RJDC - Medical Svcs [Details] [Exit]

You are logged in as Regional Monitor Supervisor

### Supervisor Approval/Disapproval

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[Step 1](#) [Step 2](#) [Step 3](#) [Step 4](#) [Step 5](#) [Step 6](#) [Step 7](#) [Step 8](#) Supervisor Review/Approval [Provider Agree/Disagree](#)

Last updated by Staff, PMMRegMtrSup on 07/14/2015 08:42 AM

☐ Disapprove ☒ Approve

Comments are required if the summary is being disapproved. They are optional if the summary is being approved.

Comment: \*

[Save] [Cancel]

StatusTypeName	Comments	CreatedByName	CreatedDateTime	ModifiedByName	ModifiedDateTime
Approved By Supervisor	Comments are required if the summary is being disapproved. They are optional if the summary is being approved.	Staff, PMMRegMtrSup	07/14/2015 08:42 AM	Staff, PMMRegMtrSup	07/14/2015 08:42 AM
Reviewed By Program Area Supervisor	Program Area Staff enters a comment to document review of the monitoring summary.	Staff, PMMProgramArea	07/14/2015 08:19 AM	Staff, PMMProgramArea	07/14/2015 08:24 AM
Reviewed By Supervisor		Staff, PMMRegMtrSup	07/13/2015 04:50 PM	Staff, PMMRegMtrSup	07/13/2015 04:50 PM
Completed By OPA		Staff, PMMRegMtr	07/13/2015 04:03 PM	Staff, PMMRegMtr	07/13/2015 04:03 PM
OnHold	Enter information related to why the monitoring summary is being placed on hold.	Staff, PMMRegMtr	07/13/2015 03:18 PM	Staff, PMMRegMtr	07/13/2015 03:18 PM

100%

The monitoring summary status is updated to reflect Supervisor approval.

An approved summary is available for provider review and comment for 72 hours following supervisor approval.

After that the report is marked as view only.

If disapproved, the summary would be routed back to the original submitter for action.



# MONITORING SUMMARY ~ PROVIDER REVIEW

http://jjiswebqt1/DJJPM2010/home.aspx - Internet Explorer provided by Department of Juveni...

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home  
**Program Mgmt**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as Provider

Management Reports

Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library

Monitoring Summary

Deficiency Review

Performance Measure

100%

Program staff have 72 business hours following the supervisors approval of the summary to review and comment on the summary.

After that the report is marked as view only and no further documentation can be made. It continues to be visible to program staff for historical purposes.

# DEFICIENCY REVIEW

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#) **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff

Closed Programs History  
Chronologicals  
Items to Complete Reports  
Monitoring Summary On Hold Report  
Management Reports

Branch:   
Region:   
Program:

Document Library  
Monitoring History  
Monitoring Plan  
Monitoring Summary  
Deficiency Review  
Performance Measure  
Program Alerts

The Deficiency Review allows a user to see all deficiencies recorded against a program for any given fiscal year.

100%

# DEFICIENCY REVIEW

This screen shows critical issues, minor deficiencies and major deficiencies at all stages of the process. There is an ability to mark deficiencies as administratively closed if necessary.

These screens allow all monitoring team members to add a status to any open deficiency each time this concern is reviewed, with the ability to make a short note about the program's progress. This is also where deficiencies are closed by team members when the program has corrected the deficiency.

The pending closure column will update based on the response provided in the notes section.

Programs/Providers use the deficiency review process to create an outcome based corrective action plan to respond to a major deficiency.

It also displays historical deficiency data so you will be able to review any concerns this program has had in the past and how they were resolved.

# DEFICIENCY REVIEW ~ CRITICAL ISSUE UPDATE

http://jjiswebqt1/DJJPMM2010/DeficiencyReview/deficiencyReview.aspx?ID=-62223839 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Deficiency Review  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#)   **Program Mgmt** ▶   **Reports** ▶   10074 - Alachua RJDC - Medical Svcs   [Details](#)   [Exit](#)

You are logged in as Regional Monitor

Deficiency data will not be visible until after the monitoring summary indicating the deficiency has been approved.

Fiscal year 2015 - 2016 ▼

		Monitoring Type	Date Identified	Deficiency Type	Deficiency Description	Status	Pending Closure	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Technical Assistance	07/13/2015	Critical Issues	Enter information related to the critical issue in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:14 AM
Select	<a href="#">View Report</a>	Other Related Monitoring	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Approved By Monitor	NA	Staff, PmmProgramArea	07/16/2015 08:48 AM
Select	<a href="#">View Report</a>	Administrative Monitoring	07/13/2015	Minor Deficiency	Enter information related to the deficiency in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:18 AM
Select	<a href="#">View Report</a>	Quarterly Health Tool	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Ineffect	NA	Staff, PMMOHS	07/17/2015 02:14 PM

100%

**Select** the Critical Issue for which to enter a status update.

Only critical issues that were not closed at the time of completing the monitoring summary will need to be closed after verification monitoring.

Note: Deficiencies for Medical and Mental health contracts must be closed by OHS Staff.



# DEFICIENCY REVIEW ~ CRITICAL ISSUE UPDATE

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=762852408 - Wi...

You are logged in as Regional Monitor Supervisor

<< Back

Date Identified: 07/13/2015

Critical Issues Description: Enter information related to the critical issue in this field.

Immediate Action Taken: Enter information related to immediate actions taken in this field.

Date Closed:

Days taken for correction: 0

**Add** **Save** **Cancel** **Delete**

\* ☒ Verification ☐ Technical Assistance ☐ Other

Additional site visit required \* ☐ Yes ☐ No

Comments: For critical issues not closed during the identifying site visit, a verification monitoring is required. Enter your findings.

7374 characters remaining...

Date: \*

Deficiency Closed: ☐ Yes ☐ No ☒ NA ☐ Administratively Closed

Check Spelling

100%

Click **Add**.

Select **Verification**, **Technical Assistance** or **Other**.

Is an additional site visit required?

Type in a comment to document your findings.

Enter the date of the verification monitoring.

Choose **Yes**, **No**, or **Administratively Closed** (only supervisors will have ability to choose Admin Closed)

Click **Save**.

# DEFICIENCY REVIEW ~ CRITICAL ISSUE UPDATE

A user can enter a status update each time they review this issue to provide progress reports. Once the item is resolved the user will enter a status and a status date and mark the item as closed.

This screenshot shows the initial state of the 'DEFICIENCY REVIEW ~ CRITICAL ISSUE UPDATE' form. At the top, there are four buttons: 'Add', 'Save', 'Cancel', and 'Delete'. Below these, there are three radio buttons for status: 'Verification', 'Technical Assistance', and 'Other'. The 'Additional site visit required' section has two radio buttons: 'Yes' and 'No'. The 'Comments' section is a large text area with a '7500 characters remaining...' indicator and a 'Check Spelling' button. The 'Date' field is a date picker. The 'Deficiency Closed' section has four radio buttons: 'Yes', 'No', 'NA', and 'Administratively Closed'.

\* ☐ Verification ☐ Technical Assistance ☐ Other

Additional site visit required \* ☐ Yes ☐ No

Comments:\*

7500 characters remaining...

Date:\*

Deficiency Closed: ☐ Yes ☐ No ☒ NA ☐ Administratively Closed

For status updates marked as “Other” only comments can be entered.

This screenshot shows the form after the 'Other' status has been selected. The 'Comments' text area is now active, and the '7500 characters remaining...' indicator is visible. The 'Check Spelling' button is also present. The 'Date' field is still empty.

\* ☐ Verification ☐ Technical Assistance ☒ Other

Comments:\*

7500 characters remaining...

Check Spelling

# DEFICIENCY REVIEW ~ CRITICAL ISSUE UPDATE

All status notes can be reviewed by clicking select, but the notes can no longer be edited once the deficiency is closed.

All users can enter notes.

Regional monitors can only enter notes and their default answer updates as deficiency closed NA.

Program operations staff, contract managers, and OHS staff can close critical deficiencies.

# DEFICIENCY REVIEW

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home   **Program Mgmt**   **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195   Details   Exit

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch: Detention

Region: North

Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts


Click on **Deficiency Review**

100%



# DEFICIENCY REVIEW ~ MINOR DEFICIENCY UPDATE

http://jjiswebqt1/DJJPMM2010/DeficiencyReview/deficiencyReview.aspx?ID=-62223839 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Deficiency Review**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)  
**Program Mgmt** ▶ **Reports** ▶ 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor

Deficiency data will not be visible until after the monitoring summary indicating the deficiency has been approved.

Fiscal year 2015 - 2016 ▼

		<u>Monitoring Type</u>	<u>Date Identified</u>	<u>Deficiency Type</u>	<u>Deficiency Description</u>	<u>Status</u>	<u>Pending Closure</u>	<u>Last Updated By</u>	<u>Last Updated On</u>
Select	<a href="#">View Report</a>	Technical Assistance	07/13/2015	Critical Issues	Enter information related to the critical issue in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:14 AM
Select	<a href="#">View Report</a>	Other Related Monitoring	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Approved By Monitor	NA	Staff, PmmProgramArea	07/16/2015 08:48 AM
Select	<a href="#">View Report</a>	Administrative Monitoring	07/13/2015	Minor Deficiency	Enter information related to the deficiency in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:18 AM
Select	<a href="#">View Report</a>	Quarterly Health Tool	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Ineffect	NA	Staff, PMMOHS	07/17/2015 02:14 PM

100%

Select the Minor Deficiency for which to enter a status update.

Only minor issues not closed at the time of completing the monitoring summary will need to be closed after verification monitoring.

Note: Deficiencies for Medical and Mental health contracts must be closed by OHS Staff.

# DEFICIENCY REVIEW ~ MINOR DEFICIENCY UPDATE

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=762852408 - Wi... You are logged in as Regional Monitor Supervisor

<< Back

Date Identified: 07/13/2015

Critical Issues Description: Enter information related to the critical issue in this field.

Immediate Action Taken: Enter information related to immediate actions taken in this field.

Date Closed:

Days taken for correction: 0

**Add** Save Cancel Delete

\* ☒ Verification ☐ Technical Assistance ☐ Other

Additional site visit required \* ☐ Yes ☐ No

Comments: \* For minor deficiencies not closed during the identifying site visit, a verification monitoring is required. Enter your findings.

7374 characters remaining... Check Spelling

Date: \*

Deficiency Closed: ☐ Yes ☐ No ☒ NA ☐ Administratively Closed

Click **Add**.

Select **Verification**, **Technical Assistance** or **Other**.

Is an additional site visit required?

Type in a comment to document your findings.

Enter the date of the verification monitoring.

Choose **Yes**, **No**, or **Administratively Closed** (only supervisors will have ability to choose Admin Closed)

Click **Save**.

# DEFICIENCY REVIEW ~ MINOR DEFICIENCY UPDATE

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=1236870050 - Windows Internet Explorer ... You are logged in as Contract Manager

<< Back

Date Identified: 07/13/2015

Minor Deficiency Description:  
Enter information related to the deficiency in this field.

Requirement:  
Enter information related to the requirement in this field.

	StatusNotes	StatusDate	IssueClosed	Modified By	Modified DateTime
Select	For minor deficiencies not closed during the iden...	09/25/2015	Yes	Staff, PMMCMgr	09/25/2015 02:42 PM

Add Save Cancel Delete

\* ☐ Verification ☐ Technical Assistance ☐ Other

Additional site visit required \* ☐ Yes ☒ No

Comments: \*  
For minor deficiencies not closed during the identifying site visit, a verification monitoring is required. Enter your findings.

Date: \* 09/25/2015

Deficiency Closed: ☒ Yes ☐ No ☐ NA ☐ Administratively Closed

The status update will be visible in the table.

Click **Select** to view the full update. Text is read only and cannot be edited.

# DEFICIENCY REVIEW ~ MINOR DEFICIENCY UPDATE

A user can enter a status update each time they review this issue to provide progress reports. Once the item is resolved the user will enter a status and a status date and mark the item as closed.

The screenshot shows a web form for updating a minor deficiency. At the top, there are three radio buttons: 'Verification', 'Technical Assistance', and 'Other'. Below these are two more radio buttons: 'Additional site visit required' with options 'Yes' and 'No'. A large text area for 'Comments' is present, with a character count '7500 characters remaining...' and a 'Check Spelling' button. Below the comments is a 'Date' field with a calendar icon. At the bottom, there are four radio buttons for 'Deficiency Closed': 'Yes', 'No', 'NA', and 'Administratively Closed'. The form is displayed in a browser window with a 105% zoom level.

\* ☐ Verification ☐ Technical Assistance ☐ Other

Additional site visit required \* ☐ Yes ☐ No

Comments: \*

7500 characters remaining...

Check Spelling

Date: \*

Deficiency Closed: ☐ Yes ☐ No ☐ NA ☐ Administratively Closed

105%



# DEFICIENCY REVIEW ~ MINOR DEFICIENCY UPDATE

All status notes can be reviewed by clicking select, but the notes can no longer be edited once the deficiency is closed.

All users can enter notes.

Regional monitors can only enter notes and their default answer updates as deficiency closed NA.

Program operations staff, contract managers, and OHS staff can close minor deficiencies.


# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY

- Administrators and Supervisors are able to mark as administratively closed. This should rarely be used.
- Verification process under process outcome measures is available for “Other” notes once the OBCAP has been marked “Complete”. Other status notes can be entered once the OBCAP has been **approved** and is in “**Ineffect**” status
- Additional site visit required is available to request additional verification.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

Select the Major Deficiency to begin creating the OBCAP.

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=268682251 - Windows Internet Explorer provided by Depart

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Deficiency Review**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Provider Supervisor

Deficiency data will not be visible until after the monitoring summary indicating the deficiency has been approved.

Fiscal year 2015 - 2016

		Monitoring Type	Date Identified	Deficiency Type	Deficiency Description	Status	Pending Closure	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Technical Assistance	07/13/2015	Critical Issues	Enter information related to the critical issue in this field.	Deficiency Identified	NA	Staff, PMMRRegMtr	07/13/2015 10:14 AM
Select	<a href="#">View Report</a>	Other Related Monitoring	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Deficiency Identified	NA	Staff, PMMRRegMtr	07/13/2015 10:16 AM
Select	<a href="#">View Report</a>	Administrative Monitoring	07/13/2015	Minor Deficiency	Enter information related to the deficiency in this field.	Deficiency Identified	NA	Staff, PMMRRegMtr	07/13/2015 10:18 AM

100%

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=1825171999 - Windows Internet Explorer provided b...

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Deficiency Review- Major Deficiency**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Provider Supervisor

[<< Back](#)    Deficiency Review **Root Cause** [Process Outcome Measures](#) [Action Steps](#) [Supervisor Review](#)

Date Identified: 07/13/2015

Major Deficiency Description: Enter information related to the deficiency in this field.

Requirement: Enter information related to the requirement that is deficient.

[Add](#) [Save](#) [Cancel](#) [Delete](#)

100%

The Deficiency Review screen provides information on the major deficiency. This screen is read only for all external team members.

Supervisors may click on **Add** to close the deficiency as **Administratively Closed**, if needed.

Select **Root Cause** to move to the next screen.



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

Each Major Deficiency must have at least one Root Cause.

http://jjiswebqt1/DJJPM2010/CAP/rootCause.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Ju

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Major Deficiency- Root Cause  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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**Program Mgmt**

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You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

Enter information related to the deficiency in this field.

Deficiency Description:

Root Cause: \*

Add Save Cancel Delete

Click **Add** and enter a root cause for this major deficiency. After the root cause is added, click **Save**. Then select **Process Outcome Measures** to move to the next step.

http://jjiswebqt1/DJJPM2010/CAP/rootCause.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Ju

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Major Deficiency- Root Cause  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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**Program Mgmt**

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You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

Enter information related to the deficiency in this field.

Deficiency Description:

Enter the root cause of the deficiency in this field.

Root Cause: \*

7447 characters remaining Check Spelling

Add Save Cancel Delete

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/CAP/rootCause.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenil...

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Major Deficiency- Root Cause  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Provider Supervisor

[<< Back](#) [Deficiency Review](#) [Root Cause](#) **[Process Outcome Measures](#)** [Action Steps](#) [Supervisor Review](#)

Enter information related to the deficiency in this field.

Deficiency Description:

Select	Root Cause	Last Updated By	Last Updated On
<a href="#">Select</a>	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/14/2015 01:41 PM

Root Cause: \*

[Add](#) [Save](#) [Cancel](#) [Delete](#)

All root causes entered are shown in the list below the description of the deficiency.

To add additional root causes, click **Add** and repeat as necessary.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjswebqt1/DJJPM2010/CAP/rootCause.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Ju

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Major Deficiency- Root Cause**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Provider Supervisor

[<< Back](#) [Deficiency Review](#) [Root Cause](#) [Process Outcome Measures](#) [Action Steps](#) [Supervisor Review](#)

Enter information related to the deficiency in this field.

Deficiency Description:

	Root Cause	Last Updated By	Last Updated On
<a href="#">Select</a>	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/14/2015 01:41 PM

Last updated by Staff, PMMProvider on 07/14/2015 01:41 PM

Enter the root cause of the deficiency in this field. Edit if necessary.

Root Cause: \*

7427 characters remaining...

[Add](#) [Save](#) [Cancel](#) [Delete](#) [Check Spelling](#)

The root cause can be edited by clicking **Select** and editing the text. Click **Save** after editing the root cause.

If all root causes have been entered, click on **Process Outcome Measures**.



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

Click **Select** on the root cause for which process outcome measure(s) is to be added.

http://jjiswebqt1/DJJPM2010/CAP/processOutcome.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Major Deficiency- Process Outcome Measures  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home Program Mgmt 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

Select	Root Cause	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/14/2015 02:04 PM

Each root cause must have at least one process outcome measure.

http://jjiswebqt1/DJJPM2010/CAP/processOutcome.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Major Deficiency- Process Outcome Measures  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home Program Mgmt 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

Root Cause	Last Updated By	Last Updated On
Select	Staff, PMMProvider	07/14/2015 02:04 PM

Root Cause: Enter the root cause of the deficiency in this field. Edit if necessary.

Process/Outcome Measures: \*

Person(s) Accountable & Title: \*

Anticipated Correction Date: \*

Add Edit Save Cancel Delete

javascript:WebForm\_DoPostBackWithOptions(new WebForm\_PostBackOptions("ctl00\$lnkHome", "", true, "", "", false, true))


Click **Add** to enter a process outcome measure.



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/CAP/processOutcome.aspx?id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**



Major Deficiency- Process Outcome Measures  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home **Program Mgmt** 10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

Select	Root Cause	Last Updated By	Last Updated On
	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/14/2015 02:04 PM

Root Cause: Enter the root cause of the deficiency in this field. Edit if necessary.

Process/Outcome Measures: Enter the Process Outcome Measure in this field. 7452 characters remaining... Check Spelling

Person(s) Accountable & Title: Enter name of the person or persons accountable and their title. 7436 characters remaining... Check Spelling

Anticipated Correction Date: \*

Add Edit **Save** Cancel Delete

Enter a process outcome measure.

Enter the name and title for each staff accountable for ensuring the process outcome measure is achieved.

Enter a date by which the process outcome measure is anticipated to be completed.

Click **Save**.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/CAP/processOutcome.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Major Deficiency- Process Outcome Measures  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home  
**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures **Action Steps** Supervisor Review

Select	Root Cause	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/14/2015 02:04 PM

Enter the root cause of the deficiency in this field. Edit if necessary.

Root Cause:

Select	Process Outcome	Persons Accountable And Titles	Anticipated Correction Date	Last Updated By	Last Updated On
Select	Enter the Process Outcome Measure in this fi...	Enter name of the person or persons accountable a...	09/15/2015 12:00 AM	Staff, PMMProvider	07/14/2015 02:38 PM

Process/Outcome Measures: \*

Person(s) Accountable & Title: \*

Anticipated Correction Date: \*

Add Edit Save Cancel Delete

The process outcome measure is shown in the list below the root cause.

To add additional process outcome measures, click **Add** and repeat as necessary.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

<< Back

[Deficiency Review](#) [Root Cause](#) [Process Outcome Measures](#) [Action Steps](#) [Supervisor Review](#)

Select	Root Cause	Last Updated By	Last Updated On
<a href="#">Select</a>	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/14/2015 02:04 PM

Root Cause: Enter the root cause of the deficiency in this field. Edit if necessary.

Select	Process Outcome	Persons Accountable And Titles	Anticipated Correction Date	Last Updated By	Last Updated On
<a href="#">Select</a>	Enter the Process Outcome Measure in this field.	Enter name of the person or persons accountable a...	09/15/2015 12:00 AM	Staff, PMMProvider	07/14/2015 02:38 PM

Last updated by Staff, PMMProvider on 07/14/2015 02:38 PM

Process/Outcome Measures: \* Enter the Process Outcome Measure in this field. This field can be edited after saving.

7413 characters remaining... Check Spelling

Person(s) Accountable & Title: \* Enter name of the person or persons accountable and their title. This field can be edited after saving.

7397 characters remaining... Check Spelling

Anticipated Correction Date: \* 09/15/2015

Add Edit Save Cancel Delete

The process outcome measures can be edited by clicking **Select** and **Edit**. Click **Save** after editing the process outcome.

If all process outcome measures have been entered, click on **Action Steps**.



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/CAP/actionSteps.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Major Deficiency- Action Steps**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home  
**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

Please resolve below errors before proceeding:

- Atleast one action step is required for each Process outcome

	Root Cause	Process Outcome	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Enter the Process/Outcome Measure in this field. ...	Staff, PMMProvider	07/14/2015 02:52 PM
Select	Enter the root cause of the deficiency in this fi...	Add additional Process/Outcome Measures as needed.	Staff, PMMProvider	07/14/2015 02:52 PM

☐ Complete Save

## Reminder!

Each process/outcome measure must have at least one action step. Do not click complete until action steps have been entered.

Click **Select** on the root cause and process outcome measure for which to enter action steps.

Windows Internet Explorer provided by Department of Juvenile Justice



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Major Deficiency- Action Steps**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

	Root Cause	Process Outcome	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Enter the Process/Outcome Measure in this field. ...	Staff, PMMProvider	07/14/2015 02:52 PM
Select	Enter the root cause of the deficiency in this fi...	Add additional Process/Outcome Measures as needed.	Staff, PMMProvider	07/14/2015 02:52 PM

☐ Complete Save



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/CAP/actionSteps.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Major Deficiency- Action Steps**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

Home  
**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs Details X Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

	Root Cause	Process Outcome	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Enter the Process/Outcome Measure in this field. ...	Staff, PMMProvider	07/14/2015 02:52 PM
Select	Enter the root cause of the deficiency in this fi...	Add additional Process/Outcome Measures as needed.	Staff, PMMProvider	07/14/2015 02:52 PM

Root Cause:  
Enter the root cause of the deficiency in this field. Edit if necessary.

Process/Outcome Measures: \*  
Enter the Process/Outcome Measure in this field. This field can be edited after saving.

Action Steps \*  
Enter an action step for this Process/Outcome Measure. Best practice is to enter each action step separately.

7390 characters remaining... Check Spelling

Add Save Cancel Delete

☐ Complete Save

Click **Add**, and enter an action step for the selected root cause and process/outcome measure.

Click **Save**.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/CAP/actionSteps.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Major Deficiency- Action Steps**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

	Root Cause	Process Outcome	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Enter the Process/Outcome Measure in this field ...	Staff, PMMProvider	07/14/2015 02:52 PM
Select	Enter the root cause of the deficiency in this fi...	Add additional Process/Outcome Measures as needed.	Staff, PMMProvider	07/14/2015 02:52 PM

Root Cause: Enter the root cause of the deficiency in this field. Edit if necessary.

Process/Outcome Measures: \* Enter the Process/Outcome Measure in this field. This field can be edited after saving.

	ActionStepDescription	Last Updated By	Last Updated On
Select	Enter an action step for this Process/Outcome Mea...	Staff, PMMProvider	07/14/2015 03:23 PM

Action Steps: \*

Add Save Cancel Delete

☐ Complete Save

The action step is shown in the list below the selected root cause and process outcome measure. The list of action steps will change based on the item selected.

If additional action steps are needed for the selected item, repeat until all have been entered.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjswebqt1/DJJPM2010/CAP/actionSteps.aspx?Id=1825171999 - Windows Internet Explorer provided by Department of Juvenile Justice



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Major Deficiency- Action Steps  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Provider Supervisor

<< Back

Deficiency Review Root Cause Process Outcome Measures Action Steps Supervisor Review

	Root Cause	Process Outcome	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Enter the Process/Outcome Measure in this field. ...	Staff, PMMProvider	07/14/2015 02:52 PM
Select	Enter the root cause of the deficiency in this fi...	Add additional Process/Outcome Measures as needed.	Staff, PMMProvider	07/14/2015 02:52 PM

Root Cause:

Enter the root cause of the deficiency in this field. Edit if necessary.

Process/Outcome Measures: \*

Add additional Process/Outcome Measures as needed.

	ActionStepDescription	Last Updated By	Last Updated On
Select	This action step is entered for the second Root C...	Staff, PMMProvider	07/14/2015 03:33 PM

Action Steps \*

Add Save Cancel Delete

☐ Complete Save

Select next root cause and process outcome item and add action steps.


When a process outcome measure and action step has been entered for each root cause, mark the corrective action plan **Complete**, and click **Save**.

The system will run a check to be sure all items needed have been entered.



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY ~ PROVIDER

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=1825171999 - Windows Internet Explorer provided by Depar



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Deficiency Review**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)  
**Program Mgmt**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Provider Supervisor

Deficiency data will not be visible until after the monitoring summary indicating the deficiency has been approved.

Fiscal year: 2015 - 2016

		Monitoring Type	Date Identified	Deficiency Type	Deficiency Description	Status	Pending Closure	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Technical Assistance	07/13/2015	Critical Issues	Enter information related to the critical issue in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:14 AM
Select	<a href="#">View Report</a>	Other Related Monitoring	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Completed	NA	Staff, PMMProvider	07/14/2015 03:43 PM
Select	<a href="#">View Report</a>	Administrative Monitoring	07/13/2015	Minor Deficiency	Enter information related to the deficiency in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:18 AM

100%

The deficiency review screen shows the completion of the corrective action plan and identifies the staff making the most recent update to the plan. Review the corrective action plan in PDF by clicking **View Report**.



# DEFICIENCY REVIEW ~ CORRECTIVE ACTION PLAN REPORT



## FLORIDA DEPARTMENT OF JUVENILE JUSTICE PROGRAM MONITORING & MANAGEMENT Corrective Action Plan

**Program/Group Name:** Alachua RJDC - Medical Svcs

**Contract(s) #:** 10074

**Provider:** UNIVERSITY OF FLORIDA

**Date Identified:** 07/13/2015

**Description:** Enter information related to the deficiency in this field.

**Requirement:** Enter information related to the requirement that is deficient.

**Root Cause:** Enter the root cause of the deficiency in this field. Edit if necessary.

**Process Measure/ Outcome:** Enter the Process/Outcome Measure in this field. This field can be edited after saving.

**Person Accountable:** Enter name of the person or persons accountable and their title. This field can be edited after saving.

**Anticipated Correction Date:** 09/15/2015

<b>Verification/ Technical Assistance Notes:</b>	
<b>Action Steps</b>	
1 Enter an action step for this Process/Outcome Measure. Best practice is to enter each action step separately.	

**Process Measure/ Outcome:** Add additional Process/Outcome Measures as needed.

**Person Accountable:** Enter accountable staff names and titles here.

**Anticipated Correction Date:** 08/15/2015

<b>Verification/ Technical Assistance Notes:</b>	
<b>Action Steps</b>	
1 This action step is entered for the second Root Cause and Process/Outcome measure combination.	

### Review:

**Provider Staff Name:** PMMProvider Staff

**Date:** 07/14/2015

**Action:** Completed By Provider

**Monitor Name:**

**Date:**

**Action:**

**Supervisor Name:**

**Date:**


**Action:**

**Comments:**

The corrective action plan report displays program and contract information, date deficiency was identified, root cause(s), process/outcome measure(s), accountable staff, and action steps. Review statuses are shown as well.

# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=788548319 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Deficiency Review**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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**Program Mgmt** | **Program Assignment** | **Reports**

10074 - Alachua RJDC - Medical Svcs

You are logged in as OHS Staff Supervisor

Deficiency data will not be visible until after the monitoring summary indicating the deficiency has been approved.

Fiscal year


		Monitoring Type	Date Identified	Deficiency Type	Deficiency Description	Status	Pending Closure	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Technical Assistance	07/13/2015	Critical Issues	Enter information related to the critical issue in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:14 AM
Select	<a href="#">View Report</a>	Other Related Monitoring	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Approved By Monitor	NA	Staff, PmmProgramArea	07/16/2015 08:48 AM
Select	<a href="#">View Report</a>	Administrative Monitoring	07/13/2015	Minor Deficiency	Enter information related to the deficiency in this field.	Deficiency Identified	NA	Staff, PMMRegMtr	07/13/2015 10:18 AM
Select	<a href="#">View Report</a>	Quarterly Health Tool	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Approved By Monitor	NA	Staff, PMMOHS	07/17/2015 11:27 AM

100%

Click **Select** to review the corrective action plan submitted by the provider and reviewed by the program area staff.

# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=788548319 - Windows Internet Explorer provided by Depart



DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Deficiency Review- Major Deficiency  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home | **Program Mgmt** | Program Assignment | Reports | 10074 - Alachua RJDC - Medical Svcs [v] Details [x] Exit

You are logged in as OHS Staff Supervisor

<< Back | Deficiency Review | Root Cause | Process Outcome Measures | Action Steps | Monitor Review | Supervisor Review

Date Identified: 07/13/2015

Major Deficiency Description: Enter information related to the deficiency in this field.

Requirement: Enter information related to the requirement that is deficient.

Add Save Cancel Delete

100%

Step through the links, reviewing information entered by the provider.

The review allows you to determine if the provider has clearly identified the true root cause, if they have identified process outcome measures that will correct the deficiency, and the actions steps necessary to achieve those measures.



# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP

http://jjiswebqt1/DJJPM2010/CAP/rootCause.aspx?Id=788548319 - Windows Internet Explorer provided by Department of Juvenile Jus

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Major Deficiency- Root Cause  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

[Home](#) **Program Mgmt** ▶ **Program Assignment** ▶ **Reports** ▶ 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as OHS Staff Supervisor

[<< Back](#) [Deficiency Review](#) [Root Cause](#) [Process Outcome Measures](#) [Action Steps](#) [Monitor Review](#) [Supervisor Review](#)

Deficiency Description: Enter information related to the deficiency in this field.

	Root Cause	Last Updated By	Last Updated On
<a href="#">Select</a>	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/17/2015 09:04 AM

Last updated by Staff, PMMProvider on 07/17/2015 09:04 AM

Root Cause: \* Enter the root cause of the deficiency in this field. Edit if necessary.

Edit Requested By: \*

Edit Justification: \*

[Add](#) [Save](#) [Cancel](#) [Delete](#)

100%

Click **Select** to display the full root cause entered by the provider.

All fields are read-only and cannot be edited.

Click **Process Outcome Measures** to move to the next screen.



# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP

You are logged in as OHS Staff Supervisor

<< Back

[Deficiency Review](#) [Root Cause](#) [Process Outcome Measures](#) [Action Steps](#) [Monitor Review](#) [Supervisor Review](#)

Select	Root Cause	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Staff, PMMProvider	07/17/2015 09:04 AM

Click **Select** to display the full root cause entered by the provider.

Click **Select** on a process outcome measure to display the full text entered.

Continue to select process outcome measures until all have been reviewed.

Click **Action Steps** to move to the next screen.

Root Cause:

Enter the root cause of the deficiency in this field. Edit if necessary.

Select	Process Outcome	Persons Accountable And Titles	Anticipated Correction Date	Last Updated By	Last Updated On
Select	Enter the Process/Outcome Measure in this field. ...	Enter name of the person or persons accountable a...	08/31/2015 12:00 AM	Staff, PMMProvider	07/17/2015 09:04 AM
Select	Add additional Process/Outcome Measures as needed.	Enter accountable staff names and titles here.	07/31/2015 12:00 AM	Staff, PMMProvider	07/17/2015 09:05 AM

Last updated by Staff, PMMProvider on 07/17/2015 09:04 AM

Process/Outcome Measures: \*

Enter the Process/Outcome Measure in this field. This field can be edited after saving.

Person(s) Accountable & Title: \*

Enter name of the person or persons accountable and their title. This field can be edited after saving.

Anticipated Correction Date: \* 08/31/2015


Edit Requested By: \*

Edit Justification: \*

Add Edit Save Cancel Delete

# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP

http://jjiswebqt1/DJJJPM2010/CAP/actionSteps.aspx?Id=788548319 - Windows Internet Explorer provided by Department of Juvenile J



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Major Deficiency- Action Steps**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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You are logged in as OHS Staff Supervisor

[<< Back](#)   [Deficiency Review](#)   [Root Cause](#)   [Process Outcome Measures](#)   [Action Steps](#)   [Monitor Review](#)   [Supervisor Review](#)

	Root Cause	Process Outcome	Last Updated By	Last Updated On
<a href="#">Select</a>	Enter the root cause of the deficiency in this fi...	Enter the Process/Outcome Measure in this field. ...	Staff, PMMProvider	07/17/2015 09:04 AM
<a href="#">Select</a>	Enter the root cause of the deficiency in this fi...	Add additional Process/Outcome Measures as needed.	Staff, PMMProvider	07/17/2015 09:05 AM

☒ Complete   [Save](#)   Completed By Staff, PMMProvider on 07/17/2015 11:24 AM

100%

Click **Select** to display the root cause and process outcome entered by the provider.

# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP

Click **Select** to display action steps for the root cause and process/outcome selected.

Click **Select** on each action step until all have been reviewed.

Continue for each root cause and process/outcome entered for this deficiency.

When all items have been reviewed, click **Monitor Review**.

You are logged in as OHS Staff Supervisor

<< Back      [Deficiency Review](#)   [Root Cause](#)   [Process Outcome Measures](#)   [Action Steps](#)   [Monitor Review](#)   [Supervisor Review](#)

	Root Cause	Process Outcome	Last Updated By	Last Updated On
Select	Enter the root cause of the deficiency in this fi...	Enter the Process/Outcome Measure in this field. ...	Staff, PMMProvider	07/17/2015 09:04 AM
Select	Enter the root cause of the deficiency in this fi...	Add additional Process/Outcome Measures as needed.	Staff, PMMProvider	07/17/2015 09:05 AM

Root Cause:

Process/Outcome Measures: \*

	ActionStepDescription	Last Updated By	Last Updated On
Select	Enter an action step for this Process/Outcome Mea...	Staff, PMMProvider	07/17/2015 09:06 AM

Last updated by Staff, PMMProvider on 07/17/2015 09:06 AM

Action Steps \*


Edit Requested By: \*

Edit Justification: \*

☒ Complete  Completed By Staff, PMMProvider on 07/17/2015 11:24 AM

# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP

http://jjiswebqt1/DJJPM2010/DeficiencyReview/monitorSupervisorReview.aspx?ReviewType=monitor&I - Windows Internet Explorer pro



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

Major deficiency- Monitor Review  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

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**Program Mgmt** | **Program Assignment** | **Reports**

10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as OHS Staff Supervisor

Monitor Approval/Disapproval

<< Back

[Deficiency Review](#) [Root Cause](#) [Process Outcome Measures](#) [Action Steps](#) [Monitor Review](#) [Supervisor Review](#)

☒ Approve ☐ Disapprove

Comment: \* 

Additional information was added by the provider.

Save Cancel

100%

Review monitor's comments if any.

Click **Supervisor Review**.



# MAJOR DEFICIENCY ~ OHS/SUPERVISOR REVIEW OF OBCAP



The screenshot shows a web browser window with the URL <http://jjiswebqt1/DJJPM2010/DeficiencyReview/monitorSupervisorReview.aspx?ReviewType=...>. The page header includes the Florida Department of Juvenile Justice logo and the text "DEPARTMENT OF JUVENILE JUSTICE PROGRAM MONITORING AND MANAGEMENT". The main heading is "Major deficiency- Supervisor Review". Below this, the program name is "\*Alachua RJDC MH and Medical Svcs-10195", the provider is "CORRECT CARE SOLUTIONS, LLC", and the contract is "10195". A navigation bar contains links for "Home", "Program Mgmt", "Program Assignment", and "Reports". A dropdown menu shows "10195 - \*Alachua RJDC MH and Medical Svcs-10195" with "Details" and "Exit" links. The user is logged in as "OHS Staff Supervisor". The main section is titled "Supervisor Approval/Disapproval" and includes a "<< Back" button. A breadcrumb trail shows "Deficiency Review", "Root Cause", "Process Outcome Measures", "Action Steps", "Monitor Review", and "Supervisor Review". The status is "Last reviewed By Staff, PMMOHSSupv on 03/08/2016 09:07 AM". A blue arrow points to the "Approve" radio button, which is selected. The "Disapprove" radio button is also visible. A text area for comments contains the text: "The supervisor will enter comments to explain a disapproval. Comments are optional when approving the corrective action plan." Below the text area, it says "7374 characters remaining...". There are "Save", "Cancel", and "Check Spelling" buttons. The bottom right corner shows a zoom level of "100%".

Select **Approve** or **Disapprove**.

Comments are optional if approving the OBCAP, but must be entered if disapprove is selected.

Disapproved OBCAPs are routed back to the provider for editing.

Once the OBCAP is approved, verification monitoring can be conducted.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY

- Administrators and Supervisors are able to mark as administratively closed. This should only rarely be used
- Verification process under process outcome measures is available for “Other” notes once the OBCAP has been marked “Complete”. Verification and Technical Assistance status notes can be entered once the OBCAP has been **approved** and is in “**Ineffect**” status
- Once an OBCAP is in “**Ineffect**” Status, the root cause(s) and process/outcome measure(s) can only be edited by the Contract Management Chief or a Contract Manager Supervisor.
- If deficiency was identified by Regional Monitor or Regional Monitor Supervisor, a note must be entered by the Regional Monitor or Regional Monitor Supervisor before the system will allow Program Area Staff or Program Area Supervisor to complete a note
- Additional site visit required is available to request additional verification
- Regional monitors do not have access to close or approve OBCAP’s – they are only allowed to enter status notes – all other sections are read only

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

Home **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch: Detention

Region: North

Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure


Program Alerts

Click on Deficiency Review

100%

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY UPDATE

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=-62223839 - Windows Internet Explorer provided by Depart



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Deficiency Review**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#) **Program Mgmt** **Reports** 10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor

Deficiency data will not be visible until after the monitoring summary indicating the deficiency has been approved.

Fiscal year 2015 - 2016

		Monitoring Type	Date Identified	Deficiency Type	Deficiency Description	Status	Pending Closure	Last Updated By	Last Updated On
Select	<a href="#">View Report</a>	Technical Assistance	07/13/2015	Critical Issues	Enter information related to the critical issue in this field.	Deficiency Identified	NA	Staff, PMMRRegMtr	07/13/2015 10:14 AM
Select	<a href="#">View Report</a>	Other Related Monitoring	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Approved By Monitor	NA	Staff, PmmProgramArea	07/16/2015 08:48 AM
Select	<a href="#">View Report</a>	Administrative Monitoring	07/13/2015	Minor Deficiency	Enter information related to the deficiency in this field.	Deficiency Identified	NA	Staff, PMMRRegMtr	07/13/2015 10:18 AM
Select	<a href="#">View Report</a>	Quarterly Health Tool	07/13/2015	Major Deficiency	Enter information related to the deficiency in this field.	Ineffect	NA	Staff, PMMOHS	07/17/2015 02:14 PM

100%

While the provider is resolving the deficiency that required an OBCAP, staff may provide technical assistance or perform verification monitoring.

These visits are documented on the process outcome status screen of the deficiency review.

Select the deficiency for which to enter an update.

Note: Deficiencies for Medical and Mental health contracts must be closed by OHS Staff.



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY UPDATE

http://jjiswebqt1/DJJPM2010/DeficiencyReview/deficiencyReview.aspx?ID=-1797869345 - Windows Internet E...

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Deficiency Review- Major Deficiency**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

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10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as OHS Staff

[<< Back](#)

[Deficiency Review](#) [Root Cause](#) [Process Outcome Measures](#) [Action Steps](#) [Monitor Review](#) [Supervisor Review](#) [Process Outcome Status](#)

Date Identified: 07/13/2015

Major Deficiency Description: Enter information related to the deficiency in this field.

Requirement: Enter information related to the requirement that is deficient.


[Add](#) [Save](#) [Cancel](#) [Delete](#)

100%

Click on the  
Process  
Outcome  
Status link.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY UPDATE

http://jjiswebqt1/DJJPM2010/CAP/AllProcessOutComes.aspx?Id=-1797869345 - Windows Internet Explorer pro...



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Major Deficiency- Process Outcome Status**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)  
**Program Mgmt** **Reports**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as OHS Staff

[<< Back](#)

[Deficiency Review](#) [Root Cause](#) [Process Outcome Measures](#) [Action Steps](#) [Monitor Review](#) [Supervisor Review](#) [Process Outcome Status](#)

	Root Cause	Process Outcome	Status	Last Updated By	Last Updated On
<a href="#">Select</a>	Enter the root cause of the deficiency in this field. Edit if necessary.	Enter the Process/Outcome Measure in this field. This field can be edited after saving.		Staff, PMMProvider	07/17/2015 09:04 AM
<a href="#">Select</a>	Enter the root cause of the deficiency in this field. Edit if necessary.	Add additional Process/Outcome Measures as needed.		Staff, PMMProvider	07/17/2015 09:05 AM

100%

Click on the root cause/process outcome measure for which you want to enter an update.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY UPDATE

http://jjiswebqt1/DJJPM2010/CAP/AllProcessOutComes.aspx?Id=-1797869345 - Windows Internet Explorer provi... You are logged in as OHS Staff

<< Back Deficiency Review Root Cause Process Outcome Measures Action Steps Monitor Review Supervisor Review Process Outcome Status

Last updated by Staff, PMMProvider on 07/17/2015 09:05 AM

Root Cause: Enter the root cause of the deficiency in this field. Edit if necessary.

Process/Outcome Measures: \* Add additional Process/Outcome Measures as needed.

Person(s) Accountable & Title: \* Enter accountable staff names and titles here.

Anticipated Correction Date: \* 07/31/2015

Edit Requested By: \*

Edit Justification: \*

\* ☐ Verification ☐ Technical Assistance ☐ Other

Comments: \*

Date: \*

Additional site visit required: ☐ Yes ☐ No

Process Outcome Closed: ☐ Yes ☐ No ☐ NA

Add Edit Save Cancel Delete

Scroll down to the bottom section of your screen.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY UPDATE


Edit Requested By: \*

Edit Justification: \*

Add Edit Save Cancel Delete

\* ☐ Verification ☐ Technical Assistance ☐ Other

Comments: \*

Date:  

Additional site visit required: ☐ Yes ☐ No

Process Outcome Closed: ☐ Yes ☐ No ☐ NA

Add Edit Save Cancel Delete

Click **Add** to enter an update.



# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY UPDATE

The screenshot shows a web form for reviewing deficiencies. At the top, there are three radio buttons: ☐ Verification, ☐ Technical Assistance, and ☐ Other. Below these is a large text area for comments. The text area contains the following text: "After clicking Add, this field opens up for comments. Enter findings for verification visits or information on technical assistance provided for TA visits." and "Use the actual date of the visit, and indicate if an additional site visit is required." Below the text area is a character count: "7253 characters remaining...". To the right of the character count is a "Check Spelling" button. Below the text area is a "Date:" label followed by a date input field and a calendar icon. Below the date field is a label "Additional site visit required:" followed by two radio buttons: ☐ Yes and ☐ No. Below this is a label "Process Outcome Closed:" followed by three radio buttons: ☐ Yes, ☐ No, and ☐ NA. At the bottom of the form are five buttons: "Add", "Edit", "Save", "Cancel", and "Delete".

Select **Verification**, **Technical Assistance** or **Other**.

Enter comments to document technical assistance provided or the findings of a verification visit.

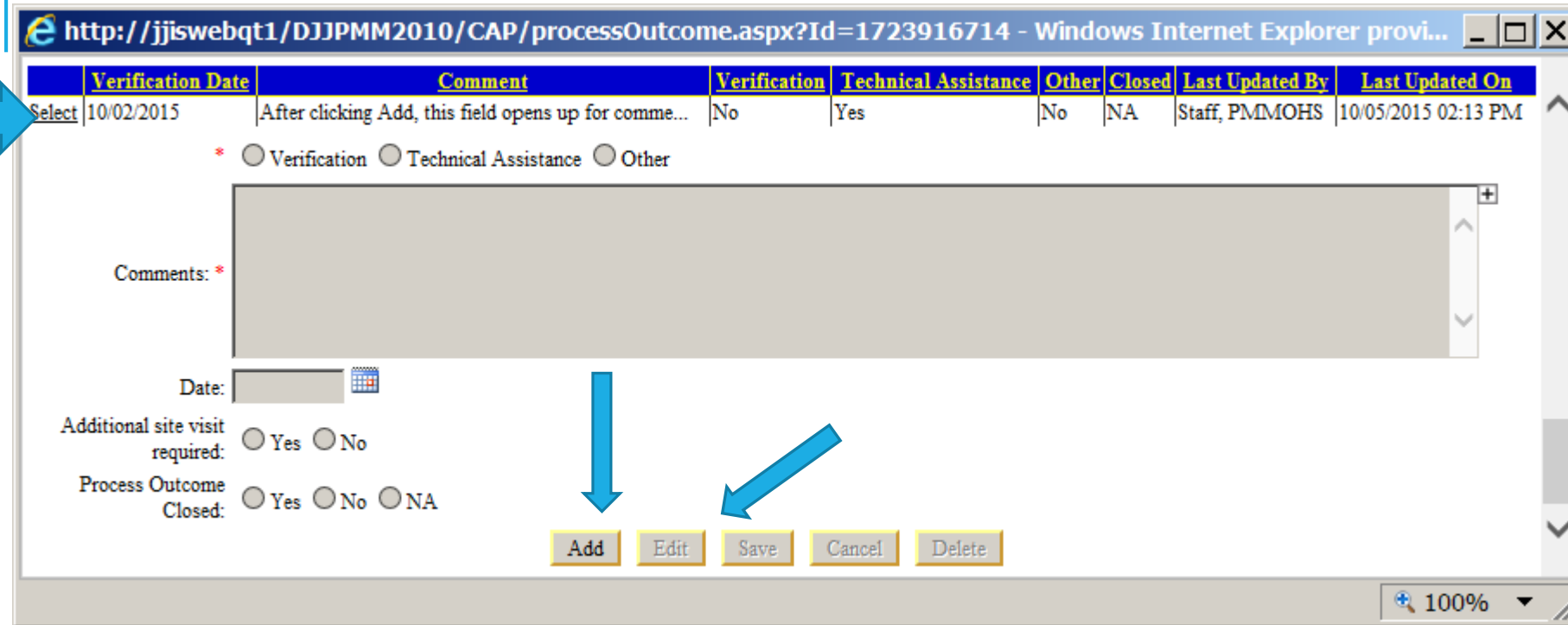
Enter the date of the visit and indicate if an additional site visit is required.

If this was a verification visit and the process outcome measure has been completed, click **Yes**, otherwise, click **No**. Click **Save**.

To update the OBCAP as Corrected – all process outcomes must be updated as Process Outcome Closed – Yes. This will mark the deficiency as Corrected and close the OBCAP.

Regional Monitors **cannot** close a Process Outcome measure.

# DEFICIENCY REVIEW ~ MAJOR DEFICIENCY UPDATE




http://jjiswebqt1/DJJPM2010/CAP/processOutcome.aspx?Id=1723916714 - Windows Internet Explorer provi...

	Verification Date	Comment	Verification	Technical Assistance	Other	Closed	Last Updated By	Last Updated On
Select	10/02/2015	After clicking Add, this field opens up for comme...	No	Yes	No	NA	Staff, PMMOHS	10/05/2015 02:13 PM

\* ☐ Verification ☐ Technical Assistance ☐ Other

Comments: \*

Date:  

Additional site visit required: ☐ Yes ☐ No

Process Outcome Closed: ☐ Yes ☐ No ☐ NA

100%

Click **Add** to enter a status update for the same process outcome, or repeat the process as needed to enter updates for other process outcome measures.

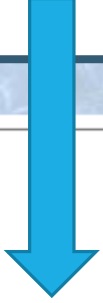
The information updated is shown in the list.  
Click **Select** and then **Edit** to make any changes to the text entered.

# CLOSING THE MAJOR DEFICIENCY/CORRECTIVE ACTION PLAN

Major deficiencies are closed when all the process outcomes have been corrected.

Program operations, OHS, and external team members can update and mark Process/Outcome measures as closed.

This changes the major deficiency status to Deficiency Corrected.



You are logged in as OHS Staff									
Deficiency data will not be visible until after the monitoring summary indicating the deficiency has been approved.									
Fiscal year		2014 - 2015 ▼							
		Monitoring Type	Date Identified	Deficiency Type	Deficiency Description	Status	Pending Closure	Last Updated By	Last Updated On
<a href="#">Select</a>	<a href="#">View Report</a>	Quarterly Mental Health Tool	11/19/2014	Critical Issues	Item # 25 - All youth had SRSI (MHSA 002) accurately completed by Mental Health staff in JJIS at intake/admission to the detention center.	Deficiency Corrected	NA	Beck, John P	12/01/2014 10:35 AM
<a href="#">Select</a>	<a href="#">View Report</a>	Quarterly Mental Health Tool	11/19/2014	Critical Issues	Item # 58 - Youth with suicide risk factors at the time of intake or after admission were referred to mental health and placed on Precautionary Observation or Secure Observation.	Deficiency Corrected	NA	Beck, John P	12/01/2014 10:34 AM

# ADD PERFORMANCE MEASURE

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)  
**Program Mgmt** | **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch:

Region:

Program:

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts


Click **Add Performance Measure**

100%



# ADD PERFORMANCE MEASURE

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasures.aspx?ID=-626487030 - Windows Internet Explorer provided by



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

[Add](#)

	<u>Text Goal</u>	<u>Numeric Goal</u>	<u>Performance Measure Type</u>	<u>Minimum Standard</u>	<u>Monitoring Frequency</u>	<u>State/Provider</u>	<u>Status</u>	<u>Last Updated By</u>	<u>Last Updated On</u>
Select	Enter the goal here, in text format. The numeric...	100	% of youth	85	Quarterly	Provider	Completed	Staff, PMMCMgr	08/26/2015 10:22 AM


100%

Performance Measures that have been previously entered will be listed.

Click the **Add** button to enter a new Performance Measure.

# ADD PERFORMANCE MEASURE

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasures.aspx?ID=-51054635 - Windows Internet Explorer provided by D

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

Home  
**Program Mgmt** ▶ **Reports** ▶

D2056 - West Hillsborough RJDC - Medical Svcs Details ✕ Exit

You are logged in as Contract Manager

<< Back

Performance Measures

State/Provider: \* ☐ State ☒ Provider

Text Goal: \*  7423 characters remaining... Check Spelling

Text Measure: \*  7417 characters remaining... Check Spelling

Text Minimum Standard: \*  7409 characters remaining... Check Spelling

Numeric Goal: \*  Type of Measure: \* % of youth ▼

Numeric Minimum Standard: \*  Monitoring Frequency: \* Quarterly ▼

Dates based on Frequency: \*  ☐ N/A  ☐ N/A  ☐ N/A  ☐ N/A

Submit

100%

Contract managers will enter measures for contract providers  
Regional monitors will enter measures for state operated programs

Select **State** or **Provider**.


Enter the Text Goal, Text Measure and Text Minimum Standard.

Enter the numeric goal and minimum standards, select the Type of Measure and Monitoring frequency. Once Monitoring Frequency has been selected, you must enter the dates based on the frequency selected. Use N/A for any periods that won't be monitored.

Click the **Submit** button.

# ADD PERFORMANCE MEASURE

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasures.aspx?ID=-626487030 - Windows Internet Explorer provided by



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** **Reports**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager

[Add](#)

	<u>Text Goal</u>	<u>Numeric Goal</u>	<u>Performance MeasureType</u>	<u>Minimum Standard</u>	<u>Monitoring Frequency</u>	<u>State/Provider</u>	<u>Status</u>	<u>Last Updated By</u>	<u>Last Updated On</u>
Select	Enter the goal here, in text format. The numeric...	100	% of youth	85	Quarterly	Provider	Completed	Staff, PMMCMgr	08/26/2015 10:22 AM
Select	Enter the next goal here.	100	% of times	85	Semiannually	Provider	Completed	Staff, PMMCMgr	08/27/2015 08:41 AM

100%

The Performance Measure will populate in the table.

Repeat as needed until all performance measures have been entered.



# ADD PERFORMANCE MEASURE ~ SUPERVISOR REVIEW

Internet Explorer provided by Department of Juvenile Justice

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home

Program Mgmt, Program Assignment, Reports, Administration

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as Contract Manager Supervisor

Manage Staff  
Closed Programs History  
Contract Assignment  
Unassign Contracts  
Group Contracts  
Chronologicals  
Items to Complete Reports  
Monitoring Summary On Hold Report  
Management Reports  
Program Mapping

Branch: Detention  
Region: North  
Staff: ...  
Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library  
Monitoring History  
Monitoring Plan  
Monitoring Summary  
Deficiency Review  
Add Performance Measure  
Performance Measure  
Program Alerts

100%

The Contract Manager Supervisor and Regional Monitor Supervisor will approve performance measures entered by their staff.

Performance Measures entered by a Supervisor are automatically marked as approved by the Supervisor.

Click **Add Performance Measure**.



# ADD PERFORMANCE MEASURE ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasures.aspx?ID=1843238098 - Windows Internet Explorer provided by



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** , **Program Assignment** , **Reports** , **Administration** ,

D2056 - West Hillsborough RJDC - Medical Svcs ▾ [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

[Add](#)

	<u>Text Goal</u>	<u>Numeric Goal</u>	<u>Performance Measure Type</u>	<u>Minimum Standard</u>	<u>Monitoring Frequency</u>	<u>State/Provider</u>	<u>Status</u>	<u>Last Updated By</u>	<u>Last Updated On</u>
<a href="#">Select</a>	Enter the goal here, in text format. The numeric...	100	% of youth	85	Quarterly	Provider	Completed	Staff, PMMCMgr	08/26/2015 10:22 AM
<a href="#">Select</a>	Enter the next goal here.	100	% of times	85	Semiannually	Provider	Completed	Staff, PMMCMgr	08/27/2015 08:41 AM

Click on **Select** next to the Performance Measure to review and approve.

100%

# ADD PERFORMANCE MEASURE ~ SUPERVISOR REVIEW

Program Mgmt > Program Assignment > Reports > Administration > D2056 - West Hillsborough RJDC - Medical Svcs Details Exit

You are logged in as Contract Manager Supervisor

<< Back

## Performance Measures

Completed by Staff, PMMCMgr on 08/26/2015 10:22 AM

State/Provider: \* ☐ State ☒ Provider

Text Goal: \* Enter the goal here, in text format. The numeric goal will be entered below.

Text Measure: \* Enter the measure here, in text format. Type and frequency will be entered below.

Text Minimum Standard: \* Enter the minimum standard here, in text format. The numeric minimum will be entered below.

Numeric Goal: \* 100 Type of Measure: \* % of youth

Numeric Minimum Standard: \* 85 Monitoring Frequency: \* Quarterly

Dates based on Frequency: \* 09/30/2015 ☐ N/A 12/31/2015 ☐ N/A 03/31/2016 ☐ N/A 06/30/2016 ☐ N/A

Submit Delete

Review: \* ☒ Approve ☐ Disapprove

Comment: A comment may be entered if approving the Performance Measure, and is required if disapproving the Performance Measure.

7381 characters remaining...

Save Cancel

Check Spelling

100%

Review the information entered. You can change monitoring frequency and modify dates if necessary.

Click **Approve** or **Disapprove**. A comment may be entered for approvals and is required when selecting Disapprove.

Click **Save**.

# ADD PERFORMANCE MEASURE ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasures.aspx?ID=848994571 - Windows Internet Explorer provided by D



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
**Program Name:** West Hillsborough RJDC - Medical Svcs  
**Provider:** MAXIM HEALTHCARE SERVICES  
**Contract:** D2056

[Home](#)  
**Program Mgmt** | **Program Assignment** | **Reports** | **Administration**

D2056 - West Hillsborough RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Contract Manager Supervisor

[Add](#)

	<u>Text Goal</u>	<u>Numeric Goal</u>	<u>Performance MeasureType</u>	<u>Minimum Standard</u>	<u>Monitoring Frequency</u>	<u>State/Provider</u>	<u>Status</u>	<u>Last Updated By</u>	<u>Last Updated On</u>
Select	Enter the goal here, in text format. The numeric...	100	% of youth	85	Quarterly	Provider	Approved	Staff, PMMCMgrSup	08/27/2015 02:14 PM
Select	Enter the next goal here.	100	% of times	85	Semiannually	Provider	Completed	Staff, PMMCMgr	08/27/2015 08:41 AM

100%

The status will change to approved, and show as last updated by the supervisor. After approval by the Supervisor, only the date of the frequency will be able to be changed by an administrative user. Only Performance Measures that have not had information entered will be able to be edited.

# PERFORMANCE MEASURE

- After approval by the Supervisor, only the date of the frequency can be changed by an administrative user. Only Performance Measures that have not had information entered can be edited.
- Performance measures become active 30 days prior to their due date
- Providers, Office of Health Services staff, Contract Managers, and Regional Monitors are able to enter performance measure information.
- Measures are indicated as state or provider – this identifies who is responsible for reporting on the measure.
  - Providers do not have access to enter information on those performance measures marked as state responsibility
- The Regional Monitor, Contract Manager, or OHS staff approve performance measure information submitted by the provider, including measures reported by state staff.



# PERFORMANCE MEASURE ~ REPORTING ~ REVIEW

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home **Program Mgmt** **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as OHS Staff

Closed Programs History  
Chronologicals  
Items to Complete Reports  
Monitoring Summary On Hold Report  
Management Reports

Branch: Detention  
Region: North  
Program: 10195 - \*Alachua RJDC MH and Medical Svcs-10195

Document Library  
Monitoring History  
Monitoring Plan  
Monitoring Summary  
Deficiency Review  
Performance Measure  
Program Alerts

100%

Click **Performance Measure** to review reporting submitted by the provider.



# PERFORMANCE MEASURE ~ REPORTING ~ REVIEW

Internet Explorer provided by Department of Juvenile Justice

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)   **Program Mgmt**   **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195   [Details](#)   [Exit](#)

You are logged in as OHS Staff

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Branch:

Region:

Program:

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Performance Measure

Program Alerts


100%

Click **Performance Measure** to review reporting submitted by the provider.



# PERFORMANCE MEASURE ~ REPORTING ~ REVIEW

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasure.aspx?ID=1509602151 - Internet Expl...



**DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#)  
**Program Mgmt** ▶ **Program Assignment** ▶ **Reports** ▶

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff Supervisor

Performance Measure data listed includes all historical performance measure data.

Fiscal Year: 2015 - 2016 ▼

	Goal	Current Status	Target Date	Submitted By	Monitor Reviewed/Returned By	Supervisor Reviewed/Returned By	State/Provider
Select	100% of youth receiving psychotropic medication will receive medication review by the psychiatrist every thirty (30) days after admission or initiati...	Inactive	06/30/2016				Provider
Select	100% of youth receiving psychotropic medication will receive medication review by the psychiatrist every thirty (30) days after admission or initiati...	Submitted By Program Staff	03/31/2016	Staff, Provider 03/03/2016 09:22 AM			Provider
Select	100% of youth receiving psychotropic medication will receive medication review by the psychiatrist every thirty (30) days after admission or initiati...	Reviewed By Supervisor	12/31/2015	Stephanie, Peskowitz 02/01/2016 01:31 PM	John, Beck 02/08/2016 11:38 AM	Beth, Adams 02/09/2016 01:12 PM	Provider
Select	100% of youth receiving psychotropic medication will receive medication review by the psychiatrist every thirty (30) days after admission or initiati...	Reviewed By Supervisor	09/30/2015	Stephanie, Peskowitz 02/01/2016 01:31 PM	John, Beck 02/08/2016 11:37 AM	Beth, Adams 02/09/2016 01:12 PM	Provider
Select	100% of youth receiving psychotropic medication will receive an in-depth Psychiatric Evaluation by the psychiatrist within thirty (30) days of admiss...	Inactive	06/30/2016				Provider

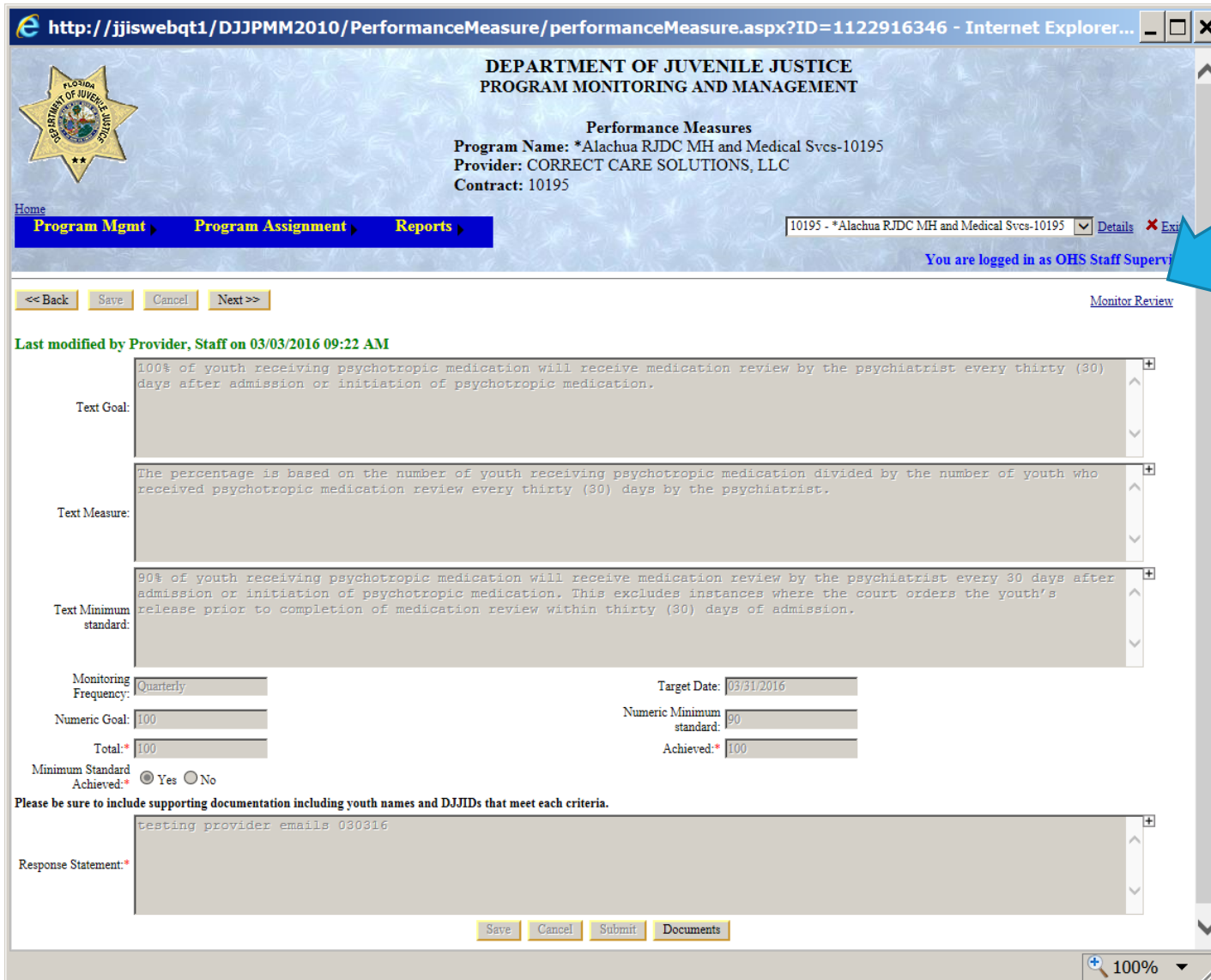
100% ▼

Click **Select** next to the performance measure to review.



# PERFORMANCE MEASURE ~ REPORTING ~ MONITOR REVIEW

Click the **Monitor Review** link.



http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasure.aspx?ID=1122916346 - Internet Explorer...

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home | **Program Mgmt** | Program Assignment | Reports | 10195 - \*Alachua RJDC MH and Medical Svcs-10195 | Details | Exit

You are logged in as OHS Staff Supervisor

<< Back | Save | Cancel | Next >> | [Monitor Review](#)

Last modified by Provider, Staff on 03/03/2016 09:22 AM

**Text Goal:**  
100% of youth receiving psychotropic medication will receive medication review by the psychiatrist every thirty (30) days after admission or initiation of psychotropic medication.

**Text Measure:**  
The percentage is based on the number of youth receiving psychotropic medication divided by the number of youth who received psychotropic medication review every thirty (30) days by the psychiatrist.

**Text Minimum standard:**  
90% of youth receiving psychotropic medication will receive medication review by the psychiatrist every 30 days after admission or initiation of psychotropic medication. This excludes instances where the court orders the youth's release prior to completion of medication review within thirty (30) days of admission.

Monitoring Frequency: Quarterly | Target Date: 03/31/2016

Numeric Goal: 100 | Numeric Minimum standard: 90

Total: 100 | Achieved: 100

Minimum Standard Achieved: ☒ Yes ☐ No

Please be sure to include supporting documentation including youth names and DJJIDs that meet each criteria.

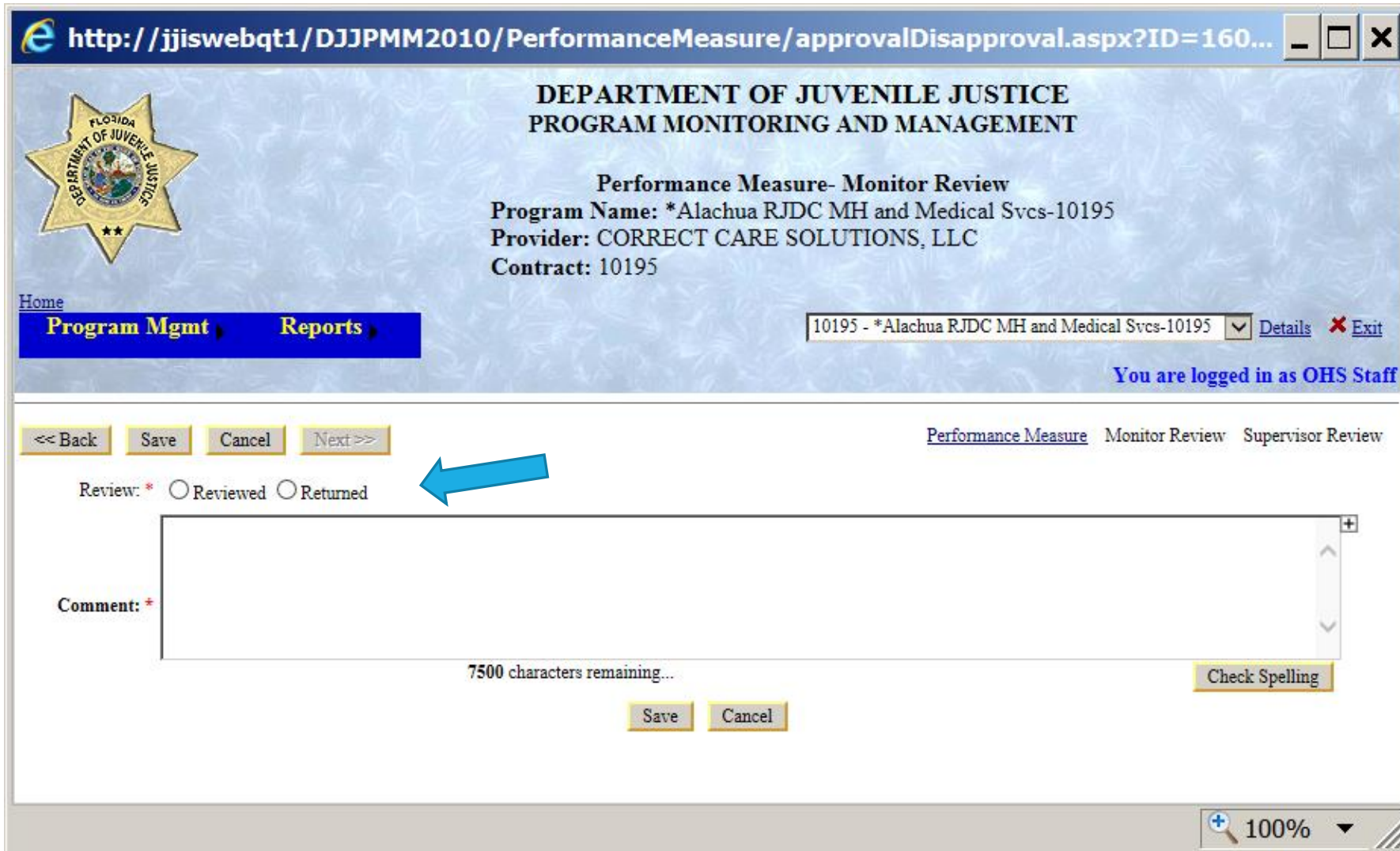
**Response Statement:**  
testing provider emails 030316

Save | Cancel | Submit | Documents

100%



# PERFORMANCE MEASURE ~ REPORTING ~ MONITOR REVIEW



The screenshot shows a web application interface for the Department of Juvenile Justice. The header includes the department's name and logo. The main content area displays the 'Performance Measure- Monitor Review' form. The form includes fields for Program Name, Provider, and Contract. A navigation bar at the top has 'Program Mgmt' and 'Reports' tabs. A dropdown menu shows the selected program, and a 'Details' link is available. The form has a 'Review' section with radio buttons for 'Reviewed' and 'Returned'. A large text area for 'Comment' is present, with a character count and a 'Check Spelling' button. Navigation buttons like '<< Back', 'Save', 'Cancel', and 'Next >>' are at the bottom. A blue arrow points to the 'Reviewed' radio button.

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/approvalDisapproval.aspx?ID=160...

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Performance Measure- Monitor Review  
Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home  
**Program Mgmt** Reports

10195 - \*Alachua RJDC MH and Medical Svcs-10195 Details Exit

You are logged in as OHS Staff

<< Back Save Cancel Next >>

Performance Measure Monitor Review Supervisor Review

Review: \* ☐ Reviewed ☐ Returned

Comment: \*

7500 characters remaining...

Check Spelling

Save Cancel

100%

Document review by selecting the radio button for **Reviewed** or **Returned**.

If returning performance measure to provider for additional information, a comment must be entered.

# PERFORMANCE MEASURE ~ REPORTING ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/performanceMeasure.aspx?ID=1581888054 - Internet Explorer ...

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Performance Measures**  
**Program Name:** \*Alachua RJDC MH and Medical Svcs-10195  
**Provider:** CORRECT CARE SOLUTIONS, LLC  
**Contract:** 10195

[Home](#) | **Program Mgmt** | **Program Assignment** | **Reports**

10195 - \*Alachua RJDC MH and Medical Svcs-10195 [Details](#) [Exit](#)

You are logged in as OHS Staff Supervisor

[<< Back](#) [Save](#) [Cancel](#) [Next >>](#) [Monitor Review](#) [Supervisor Review](#)

**Last modified by Provider, Staff on 03/03/2016 09:24 AM**

**Text Goal:**  
100% of youth receiving psychotropic medication will receive an in-depth Psychiatric Evaluation by the psychiatrist within thirty (30) days of admission or initiation of psychotropic medication.

**Text Measure:**  
The percentage is based on the number of youth receiving psychotropic medication divided by the number of youth who received an in-depth Psychiatric Evaluation by a psychiatrist within of thirty (30) days of the youth's admission or initiation of psychotropic medication.

**Text Minimum standard:**  
90% of youth receiving psychotropic medication will receive an in-depth Psychiatric Evaluation within thirty (30) days of admission or initiation of psychotropic medication. This excludes instances where the court orders the youth's release prior to completion of an in-depth Psychiatric Evaluation within thirty (30) days of admission.

**Monitoring Frequency:** Quarterly **Target Date:** 03/31/2016

**Numeric Goal:** 100 **Numeric Minimum standard:** 90

**Total:** 100 **Achieved:** 100

**Minimum Standard Achieved:** ☒ Yes ☐ No

**Please be sure to include supporting documentation including youth names and DJJIDs that meet each criteria.**

**Response Statement:**  
testing provider emails 030316

[Save](#) [Cancel](#) [Submit](#) [Documents](#)

Click the **Supervisor Review** link.

# PERFORMANCE MEASURE ~ REPORTING ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/approvalDisapproval.aspx?ID=...

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Performance Measure- Monitor Review  
Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home | Program Mgmt | Program Assignment | Reports | 10195 - \*Alachua RJDC MH and Medical Svcs-10195 | Details | Exit

You are logged in as OHS Staff Supervisor

<< Back | Save | Cancel | Next >>

Review: \* ☐ Reviewed ☐ Returned

Comment: \*

7500 characters

Save | Cancel

If returning performance measure to provider for additional information, a comment must be entered.

If no monitor review has been documented, the supervisor will document a review by selecting the radio button for **Reviewed** or **Returned**.

If a monitor review has been documented, this screen is view only for the supervisor.

http://jjiswebqt1/DJJPM2010/PerformanceMeasure/approvalDisapproval.aspx?ID=1...

DEPARTMENT OF JUVENILE JUSTICE  
PROGRAM MONITORING AND MANAGEMENT

Performance Measure- Supervisor Review  
Program Name: \*Alachua RJDC MH and Medical Svcs-10195  
Provider: CORRECT CARE SOLUTIONS, LLC  
Contract: 10195

Home | Program Mgmt | Program Assignment | Reports | 10195 - \*Alachua RJDC MH and Medical Svcs-10195 | Details | Exit

You are logged in as OHS Staff Supervisor

<< Back | Save | Cancel

Review: \* ☐ Reviewed ☐ Returned

Comment: \*

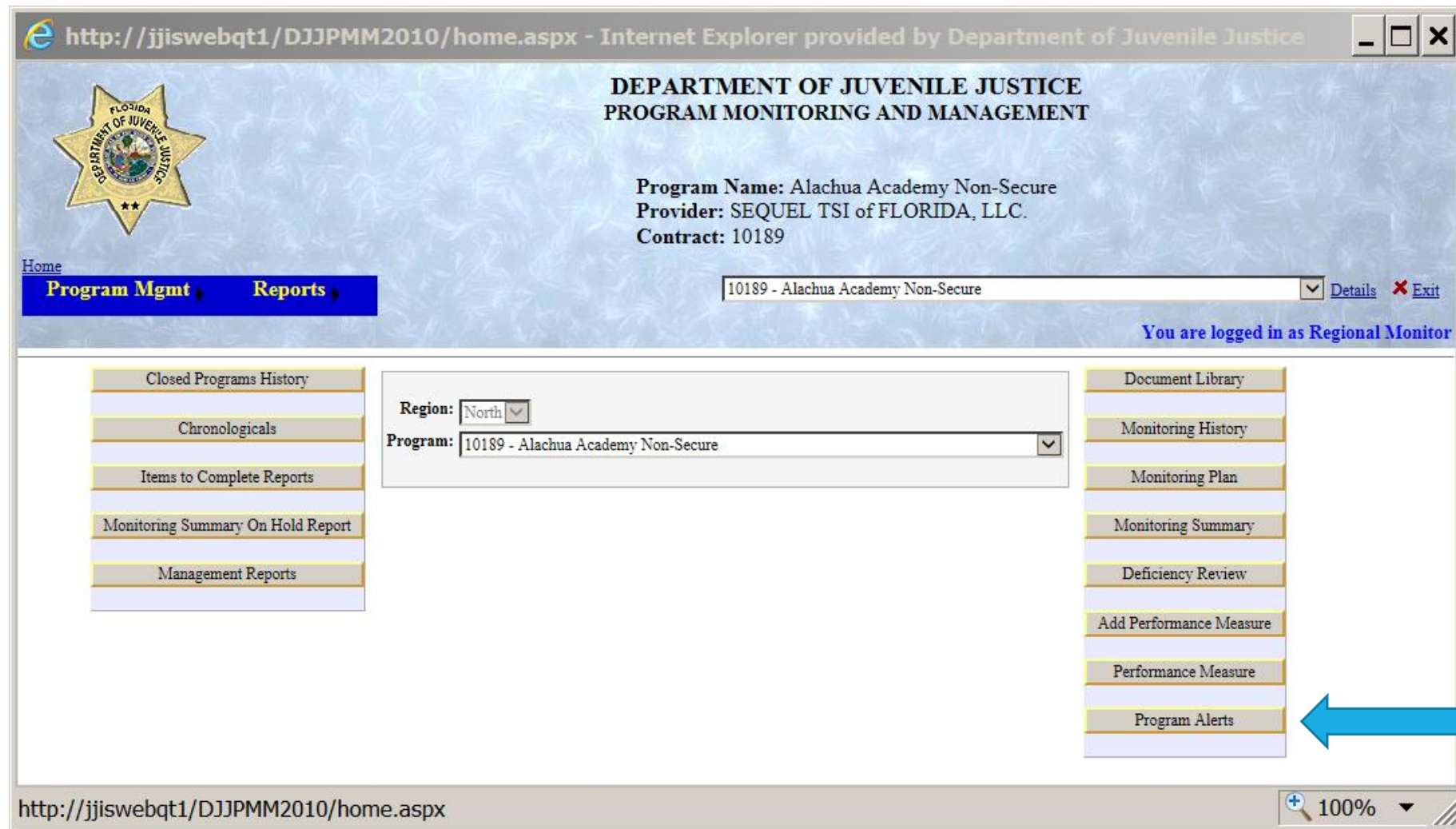
Save | Cancel

100%



# PROGRAM ALERTS

http://jjiswebqt1/DJJPM2010/home.aspx - Internet Explorer provided by Department of Juvenile Justice

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

Program Name: Alachua Academy Non-Secure  
Provider: SEQUEL TSI of FLORIDA, LLC.  
Contract: 10189

Home **Program Mgmt** **Reports**

10189 - Alachua Academy Non-Secure Details Exit

You are logged in as Regional Monitor

Closed Programs History

Chronologicals

Items to Complete Reports

Monitoring Summary On Hold Report

Management Reports

Region: North

Program: 10189 - Alachua Academy Non-Secure

Document Library

Monitoring History

Monitoring Plan

Monitoring Summary

Deficiency Review

Add Performance Measure

Performance Measure

Program Alerts

http://jjiswebqt1/DJJPM2010/home.aspx 100%

This screen allows reporting of program alerts.

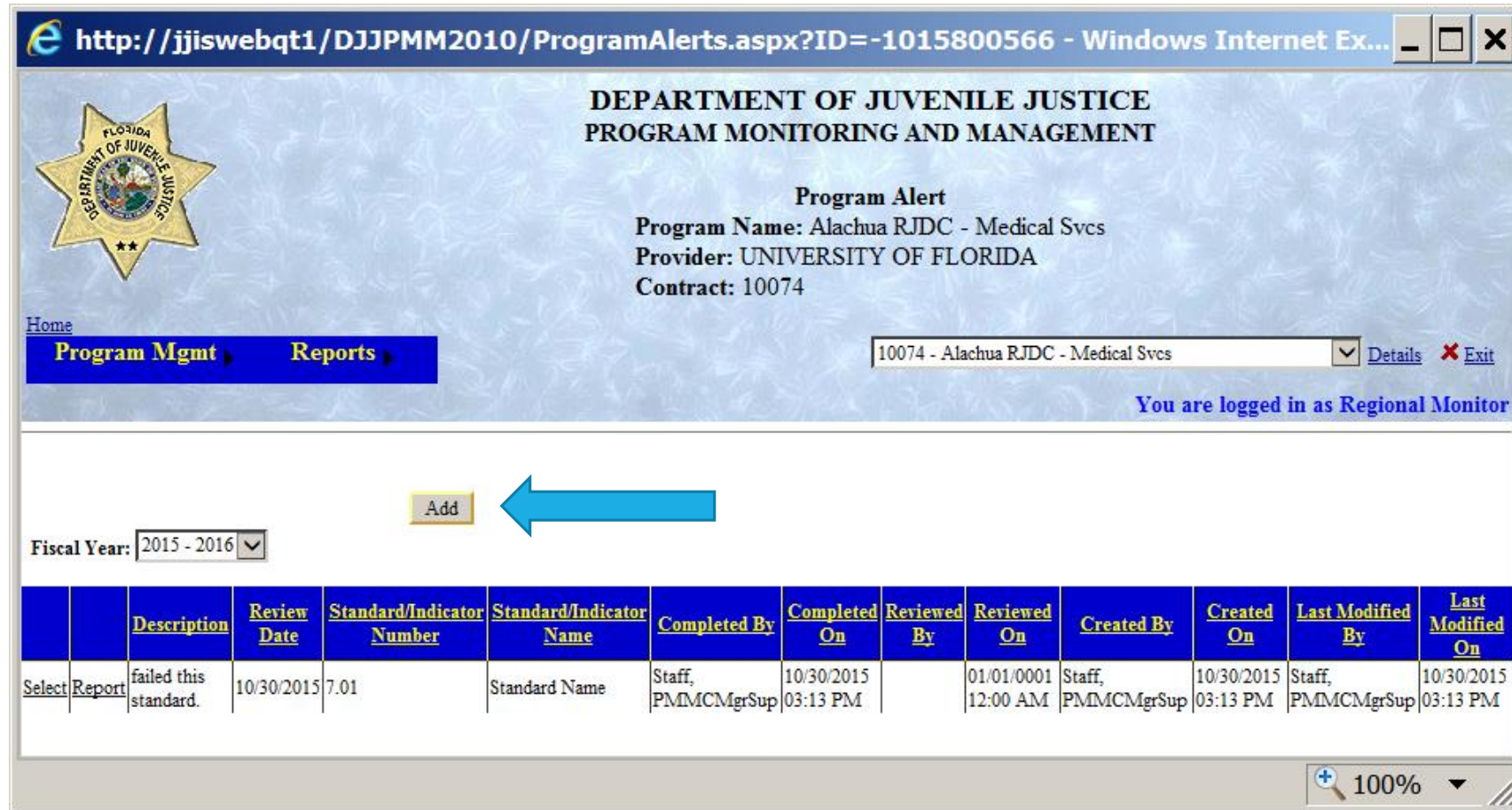
**Regional Monitors/Supervisors** and **Contract Managers/Supervisors** have access to create a program alert.

Click on the **Program Alerts** button to enter a program alert for this program.





# PROGRAM ALERTS



http://jjiswebqt1/DJJPM2010/ProgramAlerts.aspx?ID=-1015800566 - Windows Internet Ex...

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Alert**  
Program Name: Alachua RJDC - Medical Svcs  
Provider: UNIVERSITY OF FLORIDA  
Contract: 10074

Home  
**Program Mgmt** **Reports**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor

[Add](#)

Fiscal Year: 2015 - 2016

		Description	Review Date	Standard/Indicator Number	Standard/Indicator Name	Completed By	Completed On	Reviewed By	Reviewed On	Created By	Created On	Last Modified By	Last Modified On
Select	Report	failed this standard.	10/30/2015	7.01	Standard Name	Staff, PMMCMgrSup	10/30/2015 03:13 PM		01/01/0001 12:00 AM	Staff, PMMCMgrSup	10/30/2015 03:13 PM	Staff, PMMCMgrSup	10/30/2015 03:13 PM

100%

Current alerts are shown in the list, and viewable by fiscal year.

Select a different fiscal year from the dropdown to change years.

Click **Add** to enter a new program alert for this program.

# PROGRAM ALERTS

http://jjiswebqt1/DJJPM2010/ProgramAlerts.aspx?ID=-1015800566 - Windows Internet Explor...

**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Alert**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

Home **Program Mgmt** Reports

10074 - Alachua RJDC - Medical Svcs Details Exit

You are logged in as Regional Monitor

Fiscal Year: 2015 - 2016

Date of Review\*:

Lead Reviewer

Standard Indicator Number

Standard Indicator Name

Description of Alert\*

1500 characters remaining...

☐ Complete

Save

Check Spelling

Message from webpage

Record Saved

OK

Enter information in each field. Date of Review and Description of Alert are required fields.


Mark alert **Complete** and click **Save**. Message will state that the record was saved. Click **OK**. Alerts marked complete can be edited by a supervisor.

An Email will be sent to the program area staff with the detailed alert information in the body of the email

Program alert screen is read only after alert has been entered and marked complete.

# PROGRAM ALERTS ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPM2010/ProgramAlerts.aspx?ID=147533360 - Windows Internet Explorer ...

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Alert**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#) | **Program Mgmt** | **Program Assignment** | **Reports**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

[Add](#)

Fiscal Year: 2015 - 2016

		Description	Review Date	Standard/Indicator Number	Standard/Indicator Name	Completed By	Completed On	Reviewed By	Reviewed On	Created By	Created On	Last Modified By	Last Modified On
Select	Report	Enter information related to a ...	12/15/2015	1.05	Standard Name	Staff, PMMRegMtr	12/16/2015 08:27 AM		01/01/0001 12:00 AM	Staff, PMMRegMtr	12/16/2015 08:27 AM	Staff, PMMRegMtr	12/16/2015 08:27 AM
Select	Report	failed this standard.	10/30/2015	7.01	Standard Name	Staff, PMMCMgrSup	10/30/2015 03:13 PM		01/01/0001 12:00 AM	Staff, PMMCMgrSup	10/30/2015 03:13 PM	Staff, PMMCMgrSup	10/30/2015 03:13 PM

100%


Program alerts created by a Regional Monitor or Contract Manager must be reviewed by their supervisor.

Click **Select** on the program alert to review.



# PROGRAM ALERTS ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPM2010/ProgramAlerts.aspx?ID=147533360 - Windows Internet Explorer pr...

 **DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Alert**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#) **Program Mgmt** **Program Assignment** **Reports**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

Last Updated by Staff, PMMRegMtr on 12/16/2015 08:27 AM

Fiscal Year: 2015 - 2016

Date of Review\*: 12/15/2015

Lead Reviewer: Bob Smith

Standard/Indicator Number: 1.05

Standard/Indicator Name: Standard Name

Enter information related to alert.


Description of Alert\*

1465 characters remaining...

☒ Complete Completed by Staff, PMMRegMtr on 12/16/2015 08:27 AM

[Back](#) [Review And Approve](#) [Cancel](#)

**Message from webpage**

 Record Saved

[OK](#)

[Check Spelling](#)

100%


Review the program alert description and make any edits necessary.

Click **Review and Approve**.



# PROGRAM ALERTS ~ SUPERVISOR REVIEW

http://jjiswebqt1/DJJPMM2010/ProgramAlerts.aspx?ID=147533360 - Windows Internet Explorer pr...



**DEPARTMENT OF JUVENILE JUSTICE**  
**PROGRAM MONITORING AND MANAGEMENT**

**Program Alert**  
**Program Name:** Alachua RJDC - Medical Svcs  
**Provider:** UNIVERSITY OF FLORIDA  
**Contract:** 10074

[Home](#)   **Program Mgmt**   **Program Assignment**   **Reports**

10074 - Alachua RJDC - Medical Svcs [Details](#) [Exit](#)

You are logged in as Regional Monitor Supervisor

[Add](#)

Fiscal Year: 2015 - 2016

		Description	Review Date	Standard/Indicator Number	Standard/Indicator Name	Completed By	Completed On	Reviewed By	Reviewed On	Created By	Created On	Last Modified By	Last Modified On
Select	Report	Program has failed this standa ...	10/30/2015	7.01	Standard Name	Staff, PMMRegMtrSup	12/16/2015 08:38 AM	Staff, PMMRegMtrSup	12/16/2015 08:38 AM	Staff, PMMCMgrSup	10/30/2015 03:13 PM	Staff, PMMRegMtrSup	12/16/2015 08:38 AM
Select	Report	Enter information related to a ...	12/15/2015	1.05	Standard Name	Staff, PMMRegMtrSup	12/16/2015 08:33 AM	Staff, PMMRegMtrSup	12/16/2015 08:33 AM	Staff, PMMRegMtr	12/16/2015 08:27 AM	Staff, PMMRegMtrSup	12/16/2015 08:33 AM

100%

The program alert is updated with the review date and identifies the staff and time last modified.

# QUESTIONS?

Contact your local DIO for answers

<http://www.djj.state.fl.us/partners/data-integrity-jjis>