



**CITY OF HAMILTON**  
**PUBLIC HEALTH SERVICES**  
**Clinical & Preventive Services**

<b>TO:</b>	Mayor and Members Board of Health
<b>COMMITTEE DATE:</b>	February 18, 2016
<b>SUBJECT/REPORT NO:</b>	Transfer of FTE from Public Health Services to Community & Emergency (BOH16006) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Glenda McArthur (905) 546-2424, Ext. 6607
<b>SUBMITTED BY &amp; SIGNATURES:</b>	Ninh Tran, MD, MSc, CCFP, FRCPC Associate Medical Officer of Health Public Health Services Department  Glenda McArthur, BScN, RN, MHS Director, Clinical & Preventive Services Division Public Health Services Department

**RECOMMENDATION**

That 3.0 FTE from Public Health Services be transferred to Community & Emergency Services to administer the Adult Discretionary Dental and Denture Program.

**EXECUTIVE SUMMARY**

Since 2010, Public Health Services (PHS) has administered the Children Dental and Adult Dental and Denture program through a Service Level Agreement (SLA) with Community & Emergency Services (C&ES). The SLA provided 3.0 FTE to PHS to administer dental claims payments for Ontario Works (OW), Ontario Disability Support Program (ODSP) and Low-Income Discretionary programs.

Effective January 1, 2016, 6 Subsidized Dental programs for children delivered by PHS and C&ES were integrated into a new Healthy Smiles Ontario (HSO) Program. The Adult Discretionary Dental and Denture program for OW, ODSP and Low Income was not included in the provincial integration.

Transfer of 3.0 FTE in PHS to C&ES would support the ongoing delivery of this program within CES, Special Supports.

***Alternatives for Consideration – Not Applicable***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS (for recommendation(s) only)**

Financial: Funding would continue to be provided through Ministry of Community and Social Services (MCSS) and the City of Hamilton.

Staffing: CES provided funding to PHS for 3.0 FTE through a Service Level Agreement. This agreement would end. PHS would transfer 3.0 FTE to C&ES.

Legal: No implications.

**HISTORICAL BACKGROUND (Chronology of events)**

The Ministry of Health and Long Term Care (MOHLTC) developed a new database Oral Health Information Support System (OHISS) that was able to administer the programs by tracking and making claim payments. All public health units were required to enter data for public health dental programs, including Children in Need of Treatment (CINOT), CINOT Expansion and HSO.

In 2010, Community & Emergency Services required a new database to assist with the administration for both the Adult Discretionary Dental program for OW, ODSP and Low Income clients and the OW Children’s Mandatory Dental as the current system was no longer being supported by MOHLTC.

Given the costs of developing a new database it was decided that PHS would administer the OW, ODSP and Low-Income Dental programs through a Service Level Agreement. C&ES funded 3.0 FTE Dental Payment Clerk positions in PHS to administer dental claim payments. Denture Claims Payments were added in 2013.

Effective January 1, 2016, 6 Subsidized Dental programs for children delivered by PHS and C&ES were integrated into the new HSO Program. As part of that program, dental claims payments for children are managed through a third party provider reporting to the MOHLTC. These include:

- Healthy Smiles Ontario
- Children in Need of Treatment, and CINOT expansion
- Ontario Disabilities Support program
- Assistance for Children with Severe Disabilities program
- Preventive oral health services within the Ontario Public Health Standards
- Dental benefits for children on Ontario Works

The Adult Discretionary Dental and Denture Program will be transferred for administration to the Special Supports Program. Transferring the FTE from PHS to C&ES will support the ongoing administration of this program.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Budgeted Complement Control Policy, Policy CBP – 1  
Transfer of FTE from one department to another department requires Council approval

**RELEVANT CONSULTATION**

Not Applicable

**ANALYSIS AND RATIONAL FOR RECOMMENDATION  
(Include Performance Measurement/Benchmarking Data if applicable)**

PHS supported the Dental Claims Payment program through in-kind administrative support. With the upload of Children’s Dental Claims Payment to the MOHLTC, PHS will not receive funding for this program.

Administration and efficiencies for the Adult Discretionary Dental and Denture Program can be achieved within C&ES, Special Supports.

**ALTERNATIVES FOR CONSIDERATION**

**(Include Financial, Staffing, Legal and Policy Implications and Pros and Cons for each alternative)**

No Alternatives

**ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN**

**Strategic Priority #2**

Valued & Sustainable Services

*WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.*

**Strategic Objective**

2.1 Implement processes to improve services, leverage technology and validate cost effectiveness and efficiencies across the Corporation.

**APPENDICES AND SCHEDULES ATTACHED**

Not Applicable