

Indiana

Department of Health and Human Services
SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES
ADMINISTRATION

FY 2023
PROTECTION AND ADVOCACY FOR INDIVIDUALS WITH
MENTAL ILLNESS

Short Title: 2023 PAIMI Progress Report

Funding Opportunity Announcement (FOA)
No. SM-17-F2

Catalog of Federal Domestic Assistance (CFDA)
No.: 93-138

A. PAIMI Program Information

General Information

1. P &A Identification

Name of state or jurisdiction	Indiana
Name of P&A systems	Indiana Disability Rights
Unique Entity ID	H5X3ZC6ABJR7

2. Main Office

Agency Name of Main Office	Indiana Protection & Advocacy Services Commission / Indiana Disability Rights
Mailing Address of Main Office	4755 Kingsway Drive, Suite 100
City	Indianapolis
Zip Code	46205
Phone Number of Main Office	317-722-5555
Toll Free Number	800-622-4845
Email address	mkeyes@indianadisabilityrights.org
Website address	http://www.indianadisabilityrights.org
TTY phone number	8008381131
County of Main Office	Marion

3. Other Offices (if any)

Agency Name of Other Office	N/A
Mailing Address (Each Statellite Office)	
City	
Zip Code	
County of Each Satellite Office (Location)	

4. Executive Director/Chief Executive Officer Contact Information

Name	Melissa Keyes
Mailing Address	4755 Kingsway Drive, Suite 100
City	Indianapolis
Zip Code	46205
Phone Number & Extension	317-722-3463
E-mail Address	mkeyes@indianadisabilityrights.org

5. PPR Preparer Contact Information

Name	Melissa Keyes
Title	4755 Kingsway Drive, Suite 100
Phone Number & Extension	317-722-3463
Email Address	mkeyes@indianadisabilityrights.org

6. Governing Board President/Chair Name

Name	Amber O'Haver
Mailing Address	4755 Kingsway Drive, Suite 100
City	Indianapolis
Zip Code	46205
County of Residence	Marion
Email Address	IPASCommission@indianadisabilityrights.org
Current Term Started	11/30/2022 12:00:00 AM
Current Term Expires	11/30/2025 12:00:00 AM

7. PAIMI Advisory Council President/Chair Name

Name	Rachel Vilensky
Mailing Address	4755 Kingsway Drive, Suite 100
City	Indianapolis
Zip Code	46205
County of Residence	Marion
Email Address	rachel@childadvocates.net
Current Term Started	6/1/2023 12:00:00 AM
Current Term Expires	5/31/2025 12:00:00 AM

8. Name Of P&A Chief Financial Officer/Accountant

Name	Scarlett Taylor
Title	CFO/COO
Phone Number/Extension	317-722-3475
Email Address	ScTaylor@indianadisabilityrights.org

9. Governor's Liaison

Name	Paul Peaper
Official Title	Senior Operations Director
Mailing Address	200 W. Washington St.
City	Indianapolis
Zip Code	46204
County of Residence	Marion
Phone Number/Extension	
Email Address	ppeaper@gov.in.gov

10. Commissioner/Director of the State Mental Health Agency

Name	Jay Chaudhary
Mailing Address	402 W. Washington St. Room W353
City	Indianapolis
Zip Code	46204
Phone	317-232-7860
Number/Extension	
Email Address	Jay.Chaudhary@fssa.IN.gov

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

A. PAIMI Program Information

Demographic Composition of PAIMI Governing Board, Advisory Council, and Program Staff

Governing Board		Advisory Council	Program Staff	
Ethnicity				
	Hispanic/Latino	1	0	3
	Non-Hispanic/Latino	11	9	25
	Ethnicity Unknown	0	0	0
Race				
	American Indian/Alaskan Native	0	0	0
	Asian	1	0	0
	Black/African American	2	0	5
	Native Hawaiian/Pacific Islander	0	0	1
	White	7	8	19
	Two or more races	2	1	1
	Some other race	0	0	2
	Race Unknown	0	0	0
Gender				
	Female	8	8	17
	Male	3	1	10
	Transgender (Trans Woman)	0	0	0
	Transgender (Trans Man)	0	0	0
	Two-Spirit (if Client is AIAN)	0	0	0
	Gender Non-Conforming	1	0	1
	Other (if use a different term)	0	0	0
	Prefer not to say	0	0	0
Sexual Orientation				

Lesbian or gay	0	0	0
Straight (not lesbian or gay)	0	0	0
Bisexual	0	0	0
Other (if use a different term)	0	0	0
Prefer not to say	0	0	0

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

Under "Race," the "some other race" was self-reported as Latinx.

Under "Sexual Orientation," IDR was unaware this information would be requested and did not collect it in FY 2023. Data will be shared beginning in FY 2024.

A. PAIMI Program Information

Governing Board Information

Governing Board (GB) Type and Number of Members Included in Governing Board Information

Governing Board	Minimum # of Members	Maximum # of Members
Private, non-profit with multi-member	0	0
State-operated with governing board	6	13
State-operated with no governing board	0	0

Governing Board Information

In the following table, please provide the requested information for the GB members

	Number
Total seats available	13
Total members serving as of 9/30/2023	12
Total vacancies on 9/30/2023	1
Term of appointment (number of years)	3
Term maximum	5
Meeting Frequency	4
Number of meetings held this fiscal year (2023)	4
Percentage of members present at meetings during the 2023	70 %

Governing Board Composition

The governing board shall be composed of members who broadly represent or are knowledgeable about the needs of clients served by the P&A System (count each GB member only once)

	Number
Number of individuals with mental illness who are recipients/former recipients (R/FR) of mental health services or have been eligible for services.	5
Number of family members of individuals with mental illness who are (R/FR) of mental health services, guardians, advocates or authorized representatives or other persons who broadly represent or are knowledgeable about the needs of clients served by the P&A system	3
Total	8

Footnotes:

A. PAIMI Program Information

Executive Director

Initial Appointment Date 11/15/2019 (mm/dd/yyyy)
Recent performance evaluation completed 11/17/2023 (mm/dd/yyyy)
Date of previous performance evaluation 12/02/2022 (mm/dd/yyyy)
Agency has written policy and procedures to guide the ED's evaluation process? Yes No

Input on ED's performance evaluation obtained from the following (check all that apply)	
All agency employees/staff	Yes No
Senior managers	Yes No
All board directors	Yes No
All PAIMI Advisory Council members	Yes No
Stakeholders	Yes No
Consumers	Yes No
Family members of consumers	Yes No
State mental health providers	Yes No
Private mental health providers	Yes No
Other	Yes No

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

A. PAIMI Program Information

Number of Mental Health Professionals On the Advisory Council

Professional Category	Number On Advisory Council
Social Worker	0
Psychologist	0
Psychiatric Nurse	0
Psychiatrist	0
Psychiatric Nurse Practitioner	1
Peer Support Specialist	0
Other (Identify the Professional in the Footnotes)	3
Total	4

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

"Other" professions include: 1 Mental Healthcare Advocate, 1 Mental Health School Educator, and 1 Behavioral Consultant.

A. PAIMI Program Information

PAIMI Advisory Council (PAC)/Assigned Staff

PAIMI Advisory Council (PAC)	
Sits on the governing board?*	☒ Yes ☐ No
Appointment Date	06/01/2023
Other PAC member(s) sit on the governing board?	☐ Yes ☒ No
If yes, number serving	0

* If no please explain in Footnotes

Assigned PAIMI Staff

Attorneys						Advocates				
	#	Full-time	Part-time	Male	Female	#	Full-time	Part-time	Male	Female
Ethnicity										
Hispanic/Latino (of any race)	2	2	0	0	2	1	1	0	0	1
Non-Hispanic/Latino	7	7	0	5	2	13	13	0	3	10
Race										
American Indian/Alaska Native	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0
Black/African American	0	0	0	0	0	2	2	0	1	1
Native Hawaiian/Pacific Islander	1	1	0	1	0	0	0	0	0	0
White	6	6	0	4	2	11	11	0	3	8
Two or more races	1	1	0	0	1	0	0	0	0	0
Some other race	1	1	0	0	1	1	1	0	0	1
Race Unknown	0	0	0	0	0	0	0	0	0	0

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

Under "Race," the line "some other race" was self-reported as Latinx.

B. Demographics - Interventions on Behalf of PAIMI Individuals

Population Information

Age of PAIMI-eligible Individuals Served

Age	Number
0-2	1
3-5	2
6-10	10
11-22	47
23-64	110
65+	7
Prefer not to say	0
Total	177

Gender and Sexual Orientation of PAIMI-eligible Individuals Served

Gender	Number
Female	69
Male	108
Transgender (Trans Woman)	0
Transgender (Trans Man)	0
Two-Spirit (if Client is AIAN)	0
Gender Non-Conforming	0
Other (if use a different term)	0
Prefer not to say	0
Total	177

Sexual Orientation	Number
Lesbian or Gay	0

Straight (not lesbian or gay)	0
Bisexual	0
Other (if use a different term)	0
Prefer not to say	0
Total	0

Ethnicity and Race of Individuals Served

Ethnicity	Number	PAIMI %	State %
Hispanic/Latino (of any race)	3	1.69	8.20
Non-Hispanic/Latino	174	98.31	91.80
Ethnicity Unknown	0	0.00	0.00
Total	177		
Race	Number	PAIMI %	State %
American Indian/Alaska Native	0	0.00	0.40
Asian	1	0.56	2.50
Black/African American	40	22.60	9.60
Native Hawaiian/Other Pacific Islander	1	0.56	0.00
White	132	74.58	77.20
Two or more races	3	1.69	6.40
Some other race	0	0.00	3.90
Race unknown	0	0.00	0.00
Total	177		

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

Under "Sexual Orientation," IDR was unaware this information would be requested and did not collect it in FY 2023. Data will be shared beginning in FY 2024.

B. Demographics - Interventions on Behalf of PAIMI Individuals

PAIMI-Eligible Individuals served with PAIMI Program Funds

Count individual once per fiscal year (FY). Multiple counts not permitted for lines 1-2.

		Enter Number
1. Number of PAIMI-eligible individuals continued to be served with PAIMI program funds, including any program income resulting from legal actions supported by PAIMI program funds as of October 1, from the previous FY into the reporting year.		60
2. Number of new PAIMI-eligible individuals served during the reporting year.		117
3. Total number of PAIMI-eligible individuals served during this FY (Add lines 1 and 2).		177
4. Individuals with more than one (1) intervention opened/closed during the reporting year.		12
5. Individuals with a co-occurring mental illness and Intellectual and Developmental Disability (IDD).		46
6. Total number of PAIMI-eligible individuals who requested program related advocacy services during the reporting year, but were not served within 30-days of initial contact due to:		
	a. insufficient PAIMI Program resources.	0
	b. non-priority areas.	0
7. Individuals served as of September 30 and will be carried over to next reporting year (This should equal ≤ item 3 above).		55

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

B. Demographics - Interventions on Behalf of PAIMI Individuals

Living Arrangements of PAIMI-eligible Individuals at Intake

Living Arrangements	Number
Community Residential Home for Children/Youth up to age 18 Yrs.	8
Community Residential Home for Adults	10
Non-Medical Community-Based Residential Facility for Children/Youth	2
Foster Care	3
Nursing homes, including skilled nursing facilities	1
Intermediate care facilities	1
Public and Private general hospitals including Emergency Rooms	0
Public Institutional living arrangement	3
Private Institutional living arrangement	1
Psychiatric Hospitals (Public or Private)	
a. Public/State	12
b. Private	3
Jails	3
State Prison	29
Federal Detention Center	0
Federal Prison	1
Veterans' administration hospital/Clinic	0
Other Federal Facility	0
Homeless	5
Independent (in the community & PAIMI-eligible)	56
Parental or Other Family Home & PAIMI-eligible	39
Unknown	0
Total	177

Footnotes:

C. Complaints/Problems of PAIMI Individuals

Areas of Alleged Abuse

Number of complaints/problems – Make every effort to report within the following categories:

Areas of Alleged Abuse	Outcomes											Number from Closed Cases Only
	A	B	C	D	E	F	G	H	I	J	K	Total
a. Inappropriate or excessive medication	0	0	0	0	0	0	0	0	0	0	0	0
b. Inappropriate or excessive restraint and seclusion	0	0	1	1	0	0	0	0	0	0	0	2
c. Involuntary medication	0	0	0	0	0	0	0	0	0	0	0	0
d. Involuntary Electric Convulsive Therapy (ECT)	0	0	0	0	0	0	0	0	0	0	0	0
e. Involuntary aversive behavioral therapy	0	0	0	0	0	0	0	0	0	0	0	0
f. Involuntary sterilization	0	0	0	0	0	0	0	0	0	0	0	0
g. Physical assault	0	0	1	0	0	1	0	0	1	0	0	3
h. Sexual assault	0	0	0	0	0	0	0	0	0	0	0	0
i. Threats of retaliation or verbal abuse by facility staff	0	0	0	0	0	0	0	0	1	0	0	1
j. Coercion	0	0	0	0	0	0	0	0	0	0	0	0
k. Financial exploitation	1	0	0	0	0	0	0	0	0	0	0	1
l. Suspicious death	0	0	2	0	0	0	0	0	0	0	0	2
m. Other <i>Specify types of complaints. Please describe below. [This number should be less than 1% of the total number of total complaints.]</i>	0	0	0	0	0	0	0	0	0	0	0	0

Abuse Complaints Disposition	
For total closed cases listed in Table C.1., provide the number of abuse complaints/problems for each disposition category.	
A. Number of complaints/problems determined after investigation not to have merit	1

B. Number of complaints/problems withdrawn or terminated by client	0
C. Number of complaints/problems resolved in the client's favor	4
D. Number of complaints/problems not resolved in the client's favor	1
E. Other Indicators of success or outcomes that resulted from P&A involvement	0
F. Other Representation found	1
G. Services not needed due to client death or relocation	0
H. P&A withdrew due to conflict of interest or other reasons	0
I. Lost Contact	2
J. Outcome Unknown	0
K. Lack of Resources	0
Total number of Abuse complaints/problem addressed from closed cases	9

At least 1 case required.

Case of Alleged Abuse

"Bob," an individual receiving inpatient mental health treatment at a state-operated psychiatric hospital, reported he was not being appropriately administered medications, was being forced to wear diapers instead of Depends, and was being prevented from shaving. IDR opened an investigation; however, when IDR's advocate met with Bob, he advised that he had no complaints about his care. The IDR advocate continued to investigate and could discern no issues with his care and the case was closed.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

C. Complaints/Problems of PAIMI Individuals

Areas of Alleged Neglect

Number of complaints/problems	Outcomes											Number from closed cases only
	A	B	C	D	E	F	G	H	I	J	K	TOTAL
a. Failure to provide necessary or appropriate medical (other than psychiatric) treatment.	2	1	2	0	0	0	0	0	0	1	0	6
b. Failure to provide necessary or appropriate mental health treatment, including access to prescribed medication	2	0	0	0	0	1	1	0	0	1	0	5
c. Failure to provide necessary or appropriate personal care and safety	0	1	2	0	0	0	1	0	0	1	0	5
d. Failure to provide appropriate discharge planning or release from a residential care or treatment facility	0	0	5	2	0	0	0	0	0	0	0	7
e. Mental health diagnostic or other evaluation (does not include treatment)	0	0	0	0	0	0	0	0	0	0	0	0
f. Medical (non-mental health related) diagnostic physical examination	0	0	0	1	0	0	0	0	0	0	0	1
g. Other <i>[Describe and make every effort to report within the above categories].</i>	0	0	2	0	1	0	0	0	0	2	0	5

Neglect Complaints Disposition

For total closed cases listed in Table C.3., provide the numbers of neglect complaints or problem areas for each disposition category.	
A. Number of complaints/problems determined after investigation not to have merit	4
B. Number of complaints/problems withdrawn or terminated by client	2
C. Number of complaints/problems resolved in the client's favor	11
D. Number of complaints/problems not resolved in the client's favor	3
E. Other Indicators of success or outcomes that resulted from P&A involvement	1
F. Other Representation found	1
G. Services not needed due to client death or relocation	2
H. P&A withdrew due to conflict of interest or other reasons	0
I. Lost Contact	0
J. Outcome Unknown	5

K. Lack of Resources	0
Total	29

Case of Alleged Neglect

"Ron," an individual with schizophrenia living in a long-term care facility, experienced frequent falls, including 7 falls in 2 months. IDR met with the client and facility several times and advocated for fall interventions to be implemented. Client's occurrence of falls has substantially decreased.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

Under "Other," there was: 1 admission to residential care (outcome unknown), 3 environmental concerns (1 resolved in client's favor, 1 other indicator of success or outcome resulted from P&A involvement, and 1 outcome unknown), and 1 personal safety issue (resolved in client's favor).

C. Complaints/Problems of PAIMI Individuals

Areas of Alleged Rights Violations

Number of Complaints/Problems	Outcomes												Number from Closed Cases only
	A	B	C	D	E	F	G	H	I	J	K	TOTAL	
a. Failure to provide individualized written treatment or service plan	0	0	0	0	0	0	0	0	0	0	0	0	0
b. Failure to provide written discharge plan including a description of mental health services needed upon discharged from such program or facility	0	0	0	0	0	0	0	0	0	0	0	0	0
c. Failure to allow ongoing participation, in a manner appropriate to such person's capabilities, in the planning of mental health services to be provided such person (including the right to participate in the development and periodic revision of the plan)	0	0	0	0	0	0	0	0	1	0	0	1	1
d. The right to refuse treatment	0	0	0	0	0	0	0	0	0	0	0	0	0
e. The right to refuse to take prescribed medications	0	0	0	0	0	0	0	0	0	0	0	0	0
f. The denial of financial benefits/entitlements (e.g., SSI, SSDI, Insurance)	0	0	0	0	0	0	0	0	3	0	0	3	3
g. Guardianship/Conservator problems	0	0	0	0	0	0	0	0	2	0	0	2	2
h. The denial of rights protection information or legal assistance, including adequate and appropriate representation during commitment hearings	0	0	0	0	0	0	0	0	0	0	0	0	0
i. The denial of privacy rights (e.g., congregation, telephone calls, receiving mail)	0	0	0	0	0	0	0	0	1	0	0	1	1
j. The denial of recreational opportunities (e.g., grounds access, television, and smoking)	0	0	0	0	0	0	0	0	0	0	0	0	0
k. The denial of visitors	0	0	0	0	0	0	0	0	0	0	0	0	0
l. The denial of access to or correction of records	0	0	0	0	0	0	0	0	0	0	0	0	0
m. Breach of confidentiality of records (e.g., failure to obtain consent before disclosure)	0	0	0	0	0	0	0	0	0	0	0	0	0
n. Failure to obtain informed consent	0	0	0	0	0	0	0	0	0	0	0	0	0
o. Advance directives issues	0	0	1	0	0	0	0	0	0	0	0	1	1
p. The denial of parental/family rights	0	0	0	0	0	0	0	0	0	0	0	0	0
q. Housing Discrimination	1	2	2	0	0	0	0	0	5	0	0	10	10
r. The denial of access to administrative or judicial process	0	0	2	0	0	0	0	0	2	0	0	4	4
s. Failure to provide educational services in the least restricted environment for PAIMI-eligible individuals	2	2	10	1	0	3	2	0	16	0	0	36	36
t. The denial of access to community-based rehabilitation services and/or treatment	0	0	0	0	0	0	0	0	0	0	0	0	0

u. The denial of access to transportation	0	0	0	0	0	0	0	0	0	0	0	0	0
v. Employment Discrimination	5	1	1	0	0	0	2	0	6	0	0	0	15
w. The denial of access to personal possessions	0	0	0	0	0	0	0	0	0	0	0	0	0
x. Failure to comply with commitment regulations	0	0	0	0	0	0	0	0	0	0	0	0	0
y. Failure to comply with commitment time frames	0	0	0	0	0	0	0	0	0	0	0	0	0
z. Other <i>[Please make every effort to report within the above categories].</i>	5	3	9	0	0	0	0	0	10	0	0	0	27

Rights Violations Disposition

For closed cases listed in this Table, provide the number of rights complaints or problem areas for each disposition category.

A. Number of complaints/problems determined after investigation not to have merit	13
B. Number of complaints/problems withdrawn or terminated by client	8
C. Number of complaints/problems resolved in the client's favor	25
D. Number of complaints/problems not resolved in the client's favor	1
E. Other Indicators of success or outcomes that resulted from P&A involvement	0
F. Other Representation found	3
G. Services not needed due to client death or relocation	4
H. P&A withdrew due to conflict of interest or other reasons	0
I. Lost Contact	46
J. Outcome Unknown	0
K. Lack of Resources	0
Total number of Rights Violation complaints/problems addressed from closed cases	100

Cases of Alleged Rights Violations

"Jackson", was a 9-year-old student with impulse control disorder, depression, and anxiety who had recently had an incident with the School Resource Officer (SRO) that resulted in injury to Jackson. His parents requested IDR advocacy to ensure the SRO had additional training regarding working with children with special needs. Because of IDR's involvement, the school agreed to re-train their SROs and the Chief of Police over the summer.

Cases of Alleged Rights Violations

After "Deidra's" emotional support animal (ESA) allegedly bit a maintenance person while in her apartment, her landlord required her to remove the dog from the property. Because she needs her ESA to help with her anxiety disorder, she contacted IDR who negotiated with the landlord for the dog's return as long as it was kept in a crate or behind a closed door when personnel were in the apartment. The landlord also agreed to try to give at least two hours' notice prior to

entering her apartment.

Cases of Alleged Rights Violations

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

Other includes: 5 other special education (1 with no merit, 2 withdrawn by client, 2 resolved in client's favor), 16 service animal issues (1 with no merit, 1 withdrawn by client, 7 resolved in client's favor, 7 lost contact), 1 consumer financial issue (1 with no merit), and 5 criminal justice issues (2 with no merit, 3 lost contact).

C. Complaints/Problems of PAIMI Individuals

Reasons for Closing Individual Advocacy Case Files

	Number
1. Client's objective was partially or fully met.	44
2. Case or investigation lacked merit.	20
3. Case withdrawn or terminated by the client.	6
4. Issue favorably resolved.	0
5. Issue not favorably resolved.	51
6. Other success or outcomes due to P&A involvement (i.e., provided self-advocacy assistance)	0
7. Other representation found.	1
8. Services not needed due to client's death or relocation.	4
9. P&A withdrew due to conflict of interest or other reasons (i.e., client would not cooperate).	6
10. Appeal(s) unsuccessful.	0
11. Other appropriate entity investigating.	0
12. Lost Contact.	0
13. Lack of Resources.	0
Total	132

At least 1 case required.

Case of Closing an Individual Advocacy Case File

Kindergartener with a mood disorder "Jason" was suspended 8 times this school year due to disability-related behaviors. IDR successfully advocated for Jason to return to full-time school with a behavior plan and more appropriate services.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

C. Complaints/Problems of PAIMI Individuals

Intervention Strategies

The totals reported for the Abuse, Neglect, and Rights Violations Outcomes in this table **should be** the same as the totals reported in the Areas of Alleged Abuse, Areas of Alleged Neglect, and Areas of Alleged Rights Violations tables.

Outcomes												
Abuse	A	B	C	D	E	F	G	H	I	J	K	Total
1. Self Advocacy Assistance	1	0	0	0	0	0	0	0	2	0	0	3
2. Limited Advocacy	0	0	3	1	0	1	0	0	0	0	0	5
3. Administrative Remedies	0	0	1	0	0	0	0	0	0	0	0	1
4. Litigation	0	0	0	0	0	0	0	0	0	0	0	0
5. Abuse/Neglect Investigations	0	0	0	0	0	0	0	0	0	0	0	0
6. Mediation	0	0	0	0	0	0	0	0	0	0	0	0
7. Negotiation	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	0	4	1	0	1	0	0	2	0	0	9
Neglect	A	B	C	D	E	F	G	H	I	J	K	
1. Self Advocacy Assistance	1	0	5	0	0	0	0	0	0	5	0	11
2. Limited Advocacy	1	0	10	2	1	0	0	0	0	0	0	14
3. Administrative Remedies	0	0	0	0	0	0	2	0	0	0	0	2
4. Litigation	0	0	0	0	0	0	0	0	0	0	0	0
5. Abuse/Neglect Investigations	0	0	0	0	0	0	0	0	0	0	0	0
6. Mediation	0	0	0	0	0	0	0	0	0	0	0	0
7. Negotiation	0	0	1	1	0	0	0	0	0	0	0	2
Total	2	0	16	3	1	0	2	0	0	5	0	29
Rights Violations	A	B	C	D	E	F	G	H	I	J	K	
1. Self Advocacy Assistance	7	2	1	0	0	2	4	0	43	0	0	59
2. Limited Advocacy	5	5	6	0	0	0	0	0	0	0	0	16
3. Administrative Remedies	0	0	2	0	0	0	0	0	0	0	0	2

4. Litigation	0	0	3	0	0	0	0	0	0	0	0	3
5. Abuse/Neglect Investigations	0	0	0	0	0	0	0	0	0	0	0	0
6. Mediation	0	0	1	0	0	0	0	0	0	0	0	1
7. Negotiation	0	1	16	1	0	1	0	0	0	0	0	19
Total	12	8	29	1	0	3	4	0	43	0	0	100

At least 1 case required.

Case of Intervention

After "Kari" was suspended from her position at a local library for an outburst directly related to her bipolar disorder, she contacted IDR for assistance. Kari and IDR attempted to request reasonable accommodations; however, her employer was uncooperative. IDR assisted Kari in filing a charge with the EEOC who determined there was probable cause of disability discrimination. With IDR representing her, Kari filed suit against the library and received a neutral letter of recommendation, attorney's fees for IDR, and monetary damages.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

C. Complaints/Problems of PAIMI Individuals

Death Investigation Activities

A. The number of deaths reported to the P&A for investigation by the following entities:	
1. State	1
2. The Center for Medicaid & Medicare Services (Regional Offices). If zero means the P&A did not receive any death reports from CMS for investigation, please note this in the Footnotes.	0
3. Other Sources. Briefly list the source for each death reported in this category (e.g., newspaper, concerned citizen, relative, etc.). None	0
Total Number of deaths investigated	1

If the information requested in this section was not available please explain

B. All death investigations conducted involving PAIMI-eligible individuals related to the following:	
a. Number of deaths investigated involving incidents of seclusion (S).	0
b. Number of deaths investigated involving incidents of abuse (A).	0
c. Number of deaths investigated involving incidents of restraint (R).	0
d. Number of deaths investigated NOT related to incidents of S&R, (e.g., suicides.).	0
e. Death investigations with a finding of determination.	1
f. Provision in policy added or prevented as a result of a death investigation.	1
Total Number of deaths investigated [Sum of 9b 1-6]	2

C. Provide a brief summary example of an individual's death, P&A involvement, and outcome.
If you reported deaths in categories B.9.b., please provide the following information on one death from each category, as appropriate:
A brief summary of the circumstances about the death.
A brief description of P&A involvement in the death investigation.
A summary of the outcome(s) resulting from the P&A death investigation.

After "Henry" passed away in a state-operated mental health inpatient facility, a nurse contacted IDR with concerns about how staff handled his death. IDR investigated and determined that, among other issues, staff failed to follow facility policy and develop and implement an individual plans of care after Henry was diagnosed with aspiration pneumonia and COVID-19. IDR substantiated the allegation and recommended a letter be sent to the facility notifying it of IDR's findings.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

C. Complaints/Problems of PAIMI Individuals

Number of Interventions on behalf of Groups of PAIMI Eligible Individuals - Individuals Impacted

Multiple counts not permitted for lines 1 –3 and 6.

What to Count	
1. Group cases/projects still open on October 1, 2022. (Carried over from prior FY (s))	8
2. New group cases/projects opened during the year.	10
3. Total group cases/projects worked on during the year (Add lines 1 & 2)	18
4. Total group cases/projects as of September 30, 2023. (Carry over to next FY)	15
5. Group cases/projects targeted at serving the following special populations:	
a. Ethnicity	0
b. Racial Minorities	16
c. Homeless	2
d. Veterans	1
e. Urban	0
f. Rural/Frontier	1
g. Older Adults/geriatric	0
6. Total # of individuals potentially impacted by line 3	360

Only the number of cases are needed for the last three columns, not the number of individuals

Intervention Types (See the Instructions for Guidance)	Potential # of Individuals Impacted	Concluded Successfully	Concluded Unsuccessfully	On-going
Group Advocacy (non-Litigation)	85	1	0	1
Abuse and Neglect Investigations (non-death related)	275	2	0	6
Facility Monitoring Services	0	0	0	8
Community Based Monitoring Services	0	0	0	0
Court Ordered Monitoring	0	0	0	0
Systemic Litigation	0	0	0	0

Educating Policy Makers	0	0	0	0
Other Systemic Advocacy	0	0	0	0
Total	360	3	0	15

Case of Intervention on Behalf of a Group

Following allegations that had an informal, unwritten policy prohibiting patients from purchasing more than 4 personal items per month with their own money, IDR opened a case. IDR confirmed the policy and MSH agreed that purchase restrictions will be done on an individual basis when clinically appropriate and justified and in such all such cases, the restriction and reason for it will be noted in the patient’s treatment plan.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

C. Complaints/Problems of PAIMI Individuals

Performance Measures of P&A Activities

Outcomes	Number from Closed Cases Only
a) PAIMI-eligible individuals who access community-based mental health or health care services that resulted in community integration and independence or are better able to advocate to do so;	4
b) PAIMI-eligible individuals who access benefits or services or are better able to advocate to do so;	7
c) PAIMI-eligible individuals who live in a healthier, safer, improved, or more integrated settings or are better able to advocate to do so;	13
d) PAIMI-eligible individuals are able to stay in their own home or better able to advocate to do so;	2
e) PAIMI-eligible individuals who can secure or maintain employment and/or are not subject to workplace discrimination or are better able to advocate for to do so;	1
f) PAIMI-eligible individuals who receive appropriate educational services and supports and/or are not subject to discrimination in educational settings or are better able to advocate for those outcomes;	8
g) PAIMI-eligible individuals who go to school in safe and more humane conditions;	9
h) PAIMI-eligible children (individuals) who receive appropriate services in the most integrated settings;	3
i) PAIMI-eligible individuals who were not subject to discrimination in government benefits/services, housing, public accommodations, etc. or are better able to advocate for such outcomes;	0
j) PAIMI-eligible individuals who were not subject to abuse, neglect, or rights violations or are better able to advocate for to do so;	0
k) PAIMI-eligible individuals who can make their own decisions to the maximum extent feasible or are better able to advocate to do so;	0
l) PAIMI-eligible individuals who had their rights enforced, retained, restored and/or expanded or are better able to advocate for to do so; and	13
m) PAIMI-eligible individuals who were more able to participate in the voting process or are better able to advocate for to do so.	0

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

D. Non-Client Directed Advocacy Activities

Non-client Directed Advocacy Activities

1. Individual Information and Referral (I&R).		Total
Provide the number of PAIMI Program I&R services.		467
2. State Mental Health planning activities		
None. IDR's Executive Director meets as needed with the state's Director of Department of Mental Health services to address systemic concerns.		
3. Education, Public Awareness Activities, and Events		
1. Number of public awareness activities or events.		0
2. Number of education/training activities undertaken.		2
3. Number (approximate) of persons trained in 2.		113
4. Technical Assistance		
Provide the number of PAIMI Program TA services.		0

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

E. Grievance Procedures

Grievance Procedures 42 CFR § 51.25 (a)(1)(2)

1. Do you have a systemic/program assurance grievance policy as mandated 42 CFR 51.25 (a)(2)?		☒ Yes ☐ No
If Yes please upload your organizations Grievance Policy using the attachment tab		
2. The number of grievances filed by PAIMI-eligible clients, including representatives or family member of such individuals receiving services during this fiscal year.	Total	1
3. The number of grievances filed by prospective PAIMI-eligible clients (those who were not served due to limited PAIMI Program resources or because of non-priority issues).	42 CFR § 51.25 (a)(1)(2)	1
4. The number of grievances appealed to :		
a. The Governing Authority/Board		0
b. The Executive Director		2
Total 4.a & 4.b		2
5. The number of reports sent to the Governing Board and the Advisory Board.	Total	2
6. Please IDENTIFY ALL INDIVIDUALS, by name & title, responsible for grievance reviews (maximum 5):		
Name:Melissa Keyes Title:Executive Director		
Name:Amber O'Haver Title:IPAS Commission Chair (Board Chair)		
7. What is the timetable (in days) used to ensure prompt notification of the grievance procedure process to clients, prospective clients or persons derided representation, and ensure prompt resolution?	Total # of days	5
8. Were written responses sent to each grievant? <i>If no, explain below</i>	☒ Yes ☐ No	
9. Was client confidentiality protected? <i>If no, explain below</i>	☒ Yes ☐ No	

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:



Appeal Process

If you are unhappy with the decision of Indiana Disability Rights (IDR) in the denial or termination of client services, you may appeal the decision within twenty (20) calendar days of IDR's action or decision. The appeal should be made in writing to:

Executive Director

Indiana Disability Rights

4755 Kingsway Drive, Suite 100

Indianapolis, Indiana 46205

or ExecutiveDirector@IndianaDisabilityRights.org

Upon receipt, the Executive Director will investigate the decision and examine any additional information submitted with the appeal. A written decision will be issued within thirty (30) calendar days of receipt of request for review. Requests for an expedited review will be considered.

If you are unhappy with the decision of the Executive Director, you may seek review of the decision by the IPAS Commission. The review request should be made in writing within twenty (20) calendar days from the date of the response from the Executive Director. Mail requests to:

IPAS Commission Chairperson

Indiana Disability Rights

4755 Kingsway Drive, Suite 100

Indianapolis, Indiana 46205

or ExecutiveDirector@IndianaDisabilityRights.org

The IPAS Commission Chairperson will investigate the decision and issue a written response within forty-five (45) calendar days of receipt of the request. Requests for an expedited review will be considered. The decision of the IPAS Commission Chairperson is final.

Confidentiality will be maintained for all information included in a request for appeal.

To request an accommodation for the appeal process, contact IDR at 317-722-5555.

Updated: 12-20-2021

Equity Through Advocacy

The Protection and Advocacy System for the State of Indiana

4755 Kingsway Drive, Suite 100

Indianapolis, IN 46205

IndianaDisabilityRights.org

Phone: 317.722.5555

Toll Free: 800.622.4845

Fax: 317.722.5564

F. Other Services & Activities

Public Comment

1. Does the P&A have procedures established for public comment?

- a. ☒ Yes, briefly describe how the notice is used to reach persons with mental health illness and their families.
Notice is published electronically on our website, it is distributed electronically via our newsletter, social media, and through partners sharing. We also provide notice in-person through our monitors at mental health facilities.
- b. ☐ No, (if no, briefly explain, limit to 500 characters).

2. Were the notices provided to the following persons:

- a. Individuals with mental illness in residential facilities? ☒ Yes ☐ No
- b. Family members and representatives of such individuals? ☒ Yes ☐ No
- c. Other individuals with disabilities? ☒ Yes ☐ No
- d. Brief explanation is required for each no answer in 2.a., b., or c.

3. Do the procedures provide for receipt of the comments in writing or in person?

- 3a. ☒ Yes, attach a copy of the agency's Policies & Procedures pertaining to public comment.
- 3b. ☐ If no to 2 a, b, c., explain why the agency does not have such procedures in place

4. Was the public provided an opportunity for public comment. ☒ Yes ☐ No

5. If you answered Yes to 4 briefly describe the activities used to obtain public comment.

All meetings of the PAC and Governing Board are open to the public for purposes of providing public comment. Surveys were available to solicit written comments electronically. The link was posted to IDR's website, shared with partners, and social media and was available in Spanish (other languages by request). Additionally, IDR staff visited facilities where people with serious mental illness reside to solicit feedback in person.

6. What formats and languages (as applicable) were used in materials to solicit public comment?

English, Spanish, and ASL (three most common languages in Indiana) notice/information was available. Large print and plain language were also available. Materials in additional languages were made available upon request.

7. If you answered No to 4, briefly explain why the public was not provided an opportunity to comment.

8. List groups (e.g., states, consumer advocacy, service providers, professional organizations and others, including groups of current and former mental health consumers or family members of such individuals) with whom the PAIMI Program coordinated systems, activities and mechanisms. [42 CFR 51.21 (a) (D)]

National Alliance on Mental Illness (Indiana Chapter), Indiana Statewide Independent Living Council, Key Consumer, Indiana Consumer Clubhouse.

9. Briefly describe the outreach efforts/activities used to increase the number of ethnic and racial minority clients served or educated about the PAIMI program [this information will be evaluated by using the demographic/state profile information contained in the PAIMI application for the same FY]

IDR has made targeting minority inclusion a priority. IDR staff joined several groups in an effort to expand outreach to underserved communities of color. IDR is working with PAC and former PAC members to engage with racial minority groups. Additionally, the public input received during the priority setting process comprised of over 25% of respondents identifying as being a member of a racial or ethnic minority.

10. Did the activities described in question 9 result in an increase of ethnic and/or minorities in the following categories?

- a. Staff ☒ Yes ☐ No
- b. Advisory Council ☐ Yes ☒ No
- c. Governing Board ☒ Yes ☐ No
- d. Clients ☒ Yes ☐ No

If you answer no to any item (10.a-d), please provide a brief explanation, such as 10.a, b., or c. – no vacancies.

The PAC voted in a new Chairperson mid-FY 2023. She is committed to discussing and implementing effective membership recruitment strategies, including to expand minority group representation on the Council.

Footnotes:



Public Comments Policy and Procedure

Indiana Disability Rights (IDR) shall post its proposed priorities and objectives (P&Os) for the upcoming year to allow for public comments. The public comment period must be open for a minimum of sixty days. The public shall be provided with multiple means in which to express their opinion, including:

- Submitting written comments via mail and email;
- Calling an IDR staff person;
- Completing an online public comments form; and
- Attending an Indiana Protection and Advocacy Services (IPAS) Commission public meeting.

The opening of the public comments period should be widely disseminated via a mixture of digital media and in-person conversations. Communication about the ways to make public comments should include information about how to request a reasonable accommodation to participate in the public comments process.

The Mental Health Advisory Council (MHAC) and the IPAS Commission in a public meeting will review and consider all public comments prior to voting on the final P&Os.

Equity Through Advocacy

The Protection and Advocacy System for the State of Indiana

F. Other Services & Activities

Impediments

External Impediments
Describe any problems with implementation of mandated PAIMI activities, including those activities required by Parts H and I of the Children's Heath Act of 2000 that pertain to requirements related to incidents involving seclusion and restraint and related deaths and serious injuries (e.g., access issues, delays in receiving records and documents, etc.).
None.
Internal Impediments
Describe any problems with implementation of mandated PAIMI activities, including any identified annual priorities and objectives (e.g., lack of sufficient resources, necessary expertise, etc.).
IDR is a state agency. In response to inflation and job market changes, the state's personnel department conducted a compensation study in early FY 2023 which resulted in increased salary for nearly all staff. Although federal funding has not increased, IDR is working with the state to ensure staff are able to be competitively and equitably compensated for their diligent work.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

F. Other Services & Activities

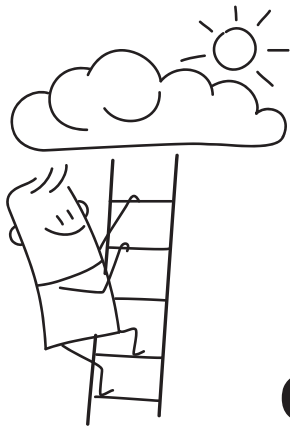
Accomplishments/Recommendations/Training Needs

Accomplishments
For this fiscal year, briefly describe the most important accomplishment(s) that resulted from PAIMI Program activities. Provide copies of supporting documents, e.g., case law, news, articles, legislation, etc.
IDR created a "Know Your Rights" plain language coloring book and distributed them to youth living in mental health institutions and presented rights information. After one presentation, IDR was on a unit and a resident, who is 12, reported the facility refused to allow her to access her personal books (young adult novels) unless she is on full privilege level. She flipped to the page about her right to have her personal belongings, then proclaimed that the facility was violating her rights by restricting her access to her books. IDR discussed her options with her, and she requested assistance with filing a grievance, which was provided to her. She completed the form and cited the Indiana Code for that specific right, which she obtained from the list in the back of the coloring book.
Recommendations
Please provide recommendations for activities and services to improve the PAIMI Program. Include a brief description of why such activities and services are needed. [42 U.S.C. 10824(a)(4)].
The requirement that guardians must provide consent to advocacy services has prevented the PAIMI program from providing services in the area of restoration of rights cases. We recommend reviewing this prohibition or advising on alternative strategies to help restore the rights of those with mental health issues who are unnecessarily under guardianship.
Additionally, IDR's PAC recently changed it's name from the "Mental Illness Advisory Council," to, "Mental Health Advisory Council." The PAIMI Program may wish to consider changing its language in a similar manner.
Finally, a member of IDR's PAC identifies as non-binary with regard to gender. The PAIMI Program may wish to consider expanding its gender options within the PPR to best reflect the demographic makeup of governing boards and councils.
Training Needs
Please identify any training and technical assistance requests. [42 U.S.C. 10825]
Diversity, equity and inclusion as it relates to mental illness.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:





Our Goal for This Book

It is the goal of Indiana Disability Rights (IDR) to provide youth in treatment with information about their rights. Our intent is to provide you with a fun, creative, and useful resource to learn self-advocacy skills.

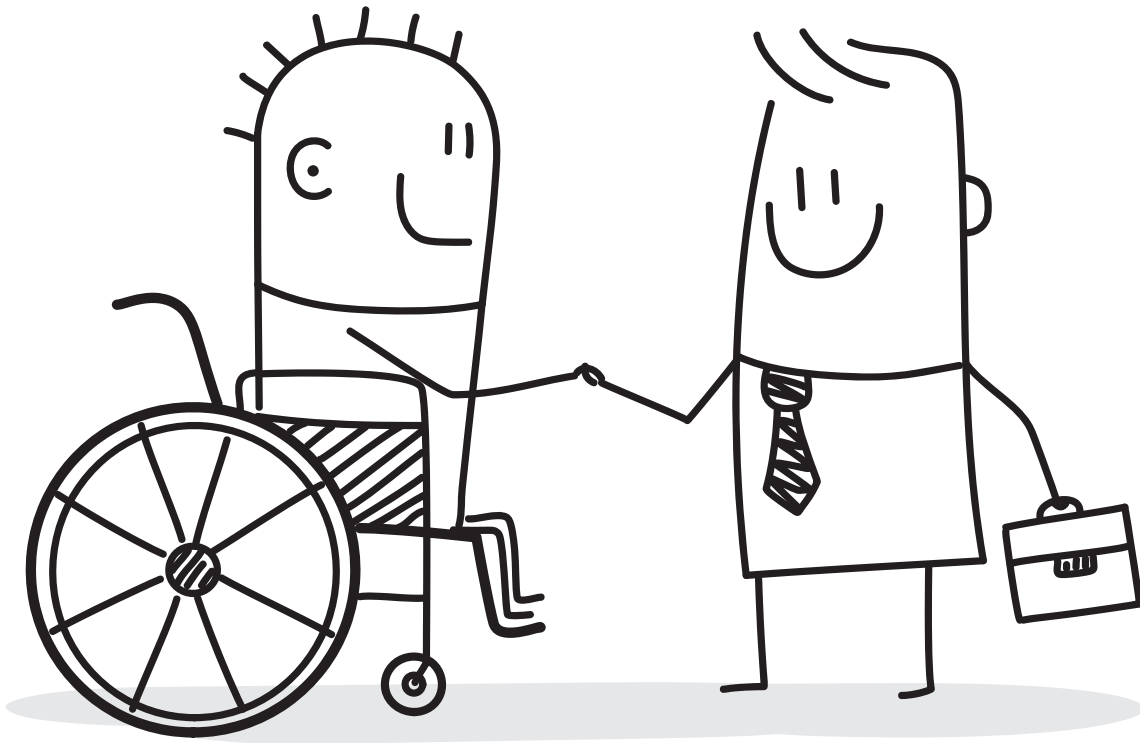
The information contained in this book does not include all rights of youths in treatment.

If you have questions about your rights, you may contact Indiana Disability Rights for additional information. The phone number is 1.800.622.4845.

Important Information



Some rights described in this book are conditional. A conditional right can be limited or taken away by your treatment team if certain restriction criteria are met. Before a conditional right can be limited or taken away, the restriction criteria must be met and documented in your treatment plan. Conditional rights are noted throughout the book by an asterisk (*) and noted in Appendix A.



IDR Mission

To uphold, promote, and advance the rights of individuals with disabilities through empowerment and advocacy to achieve a more equitable society.

IDR Vision

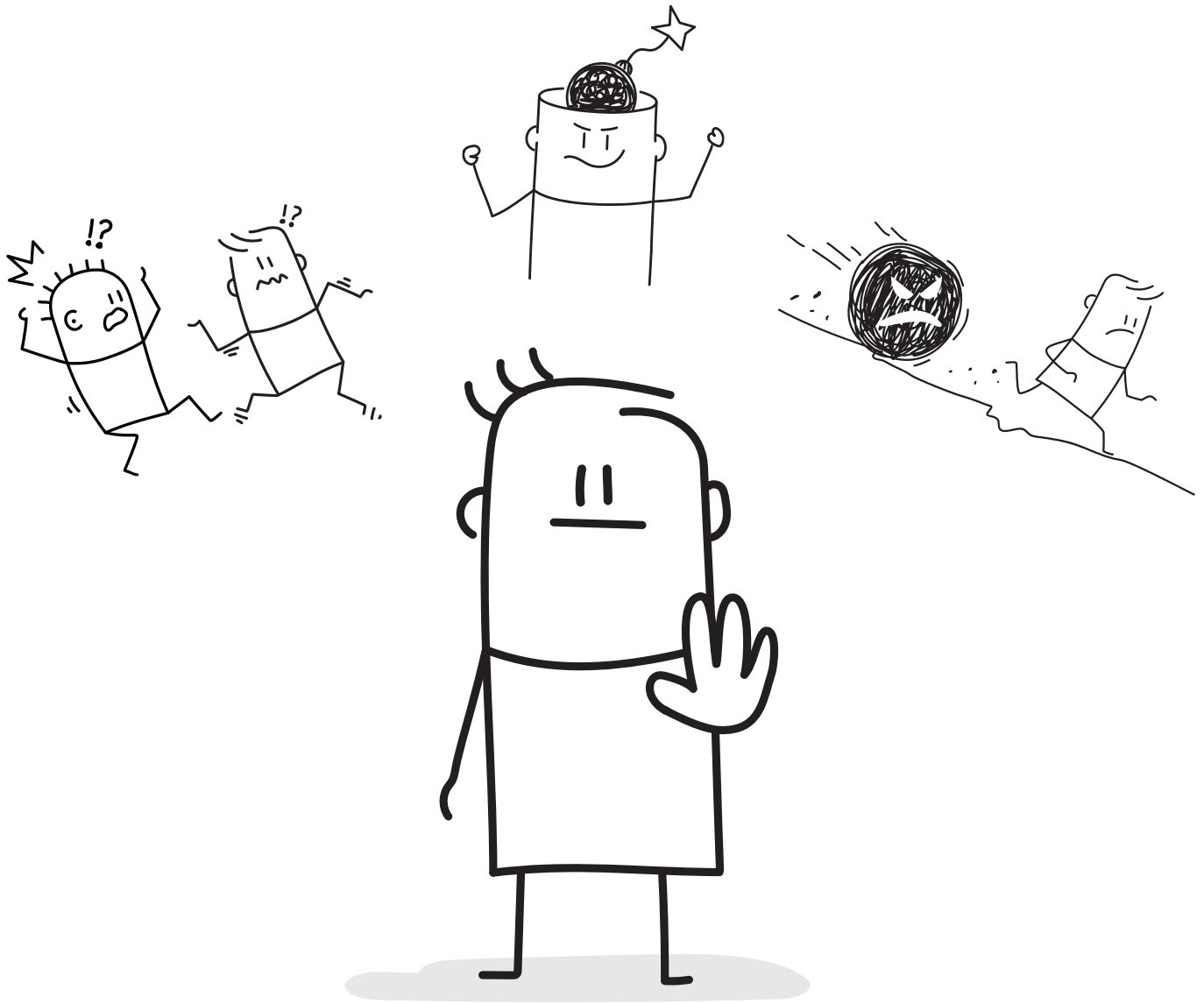
To live in a fully accessible, equitable society where people with disabilities are free from abuse and neglect, are free to be effective advocates, and are free to fully exercise their civil, legal, and human rights, ensuring full inclusion.



This book belongs to



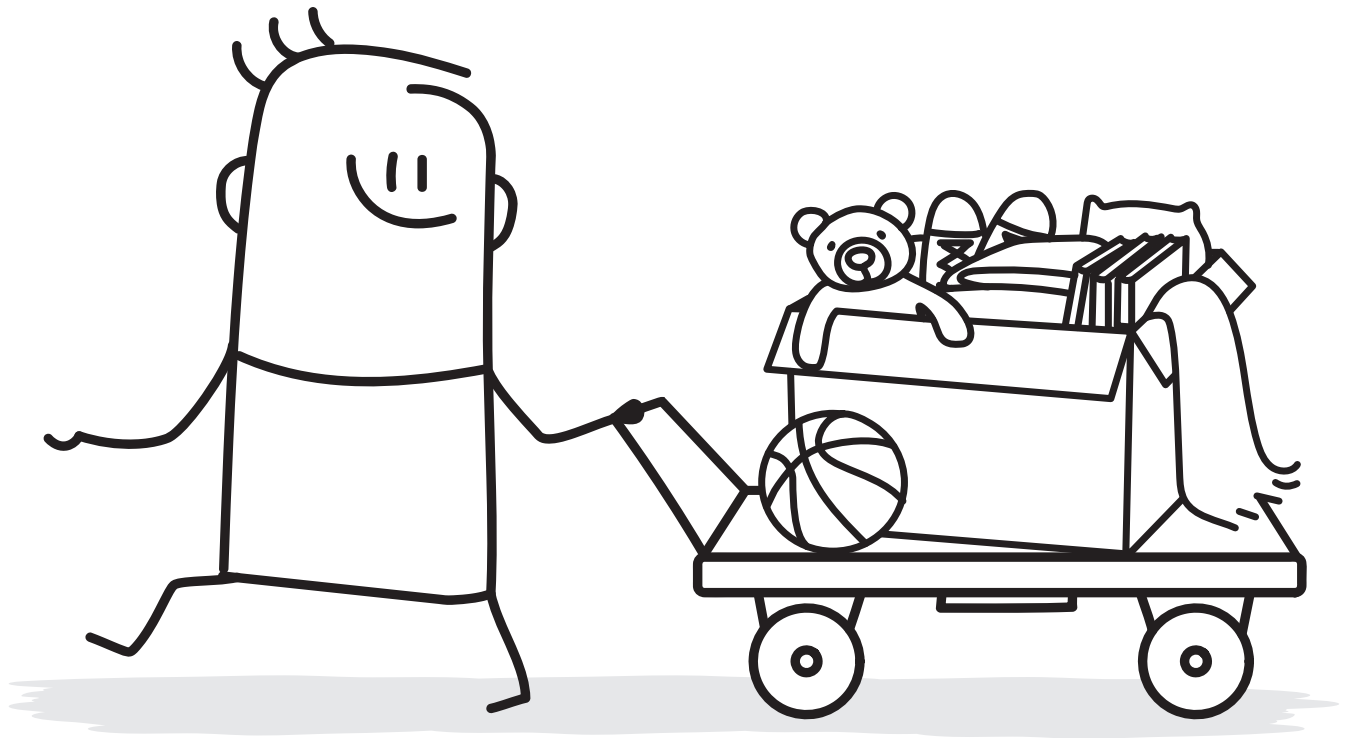
You have the right to be treated
kindly and humanely.



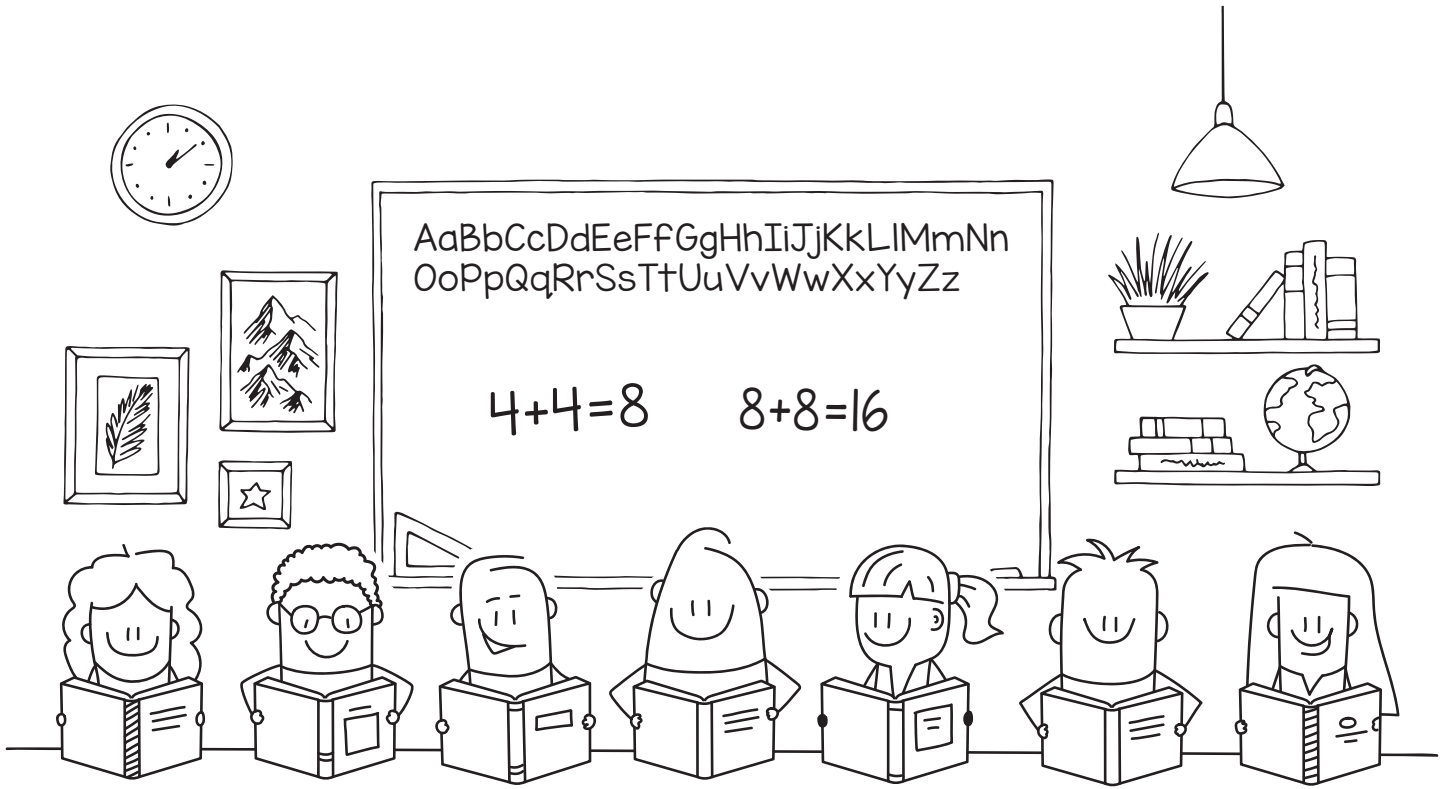
You have the right to be
protected from harm
and to be free from
abuse and neglect.



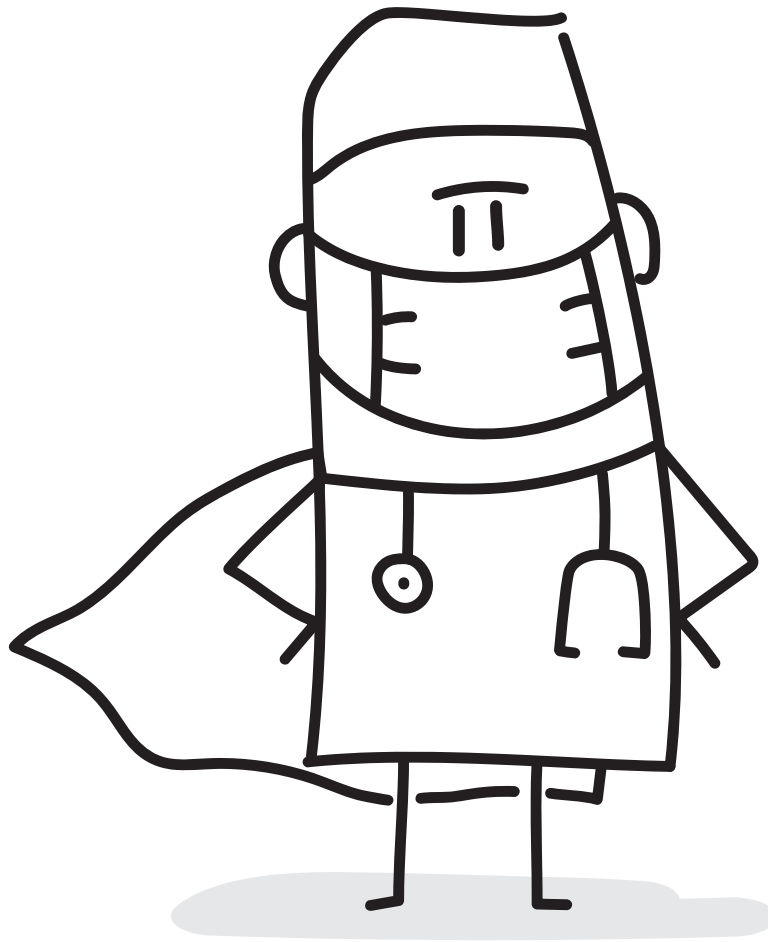
You have the right to wear your
own clothes, unless you are
unsafe with them.*



You have the right to keep your
personal belongings, unless
you are unsafe with them.*



You have the right to
receive an education.



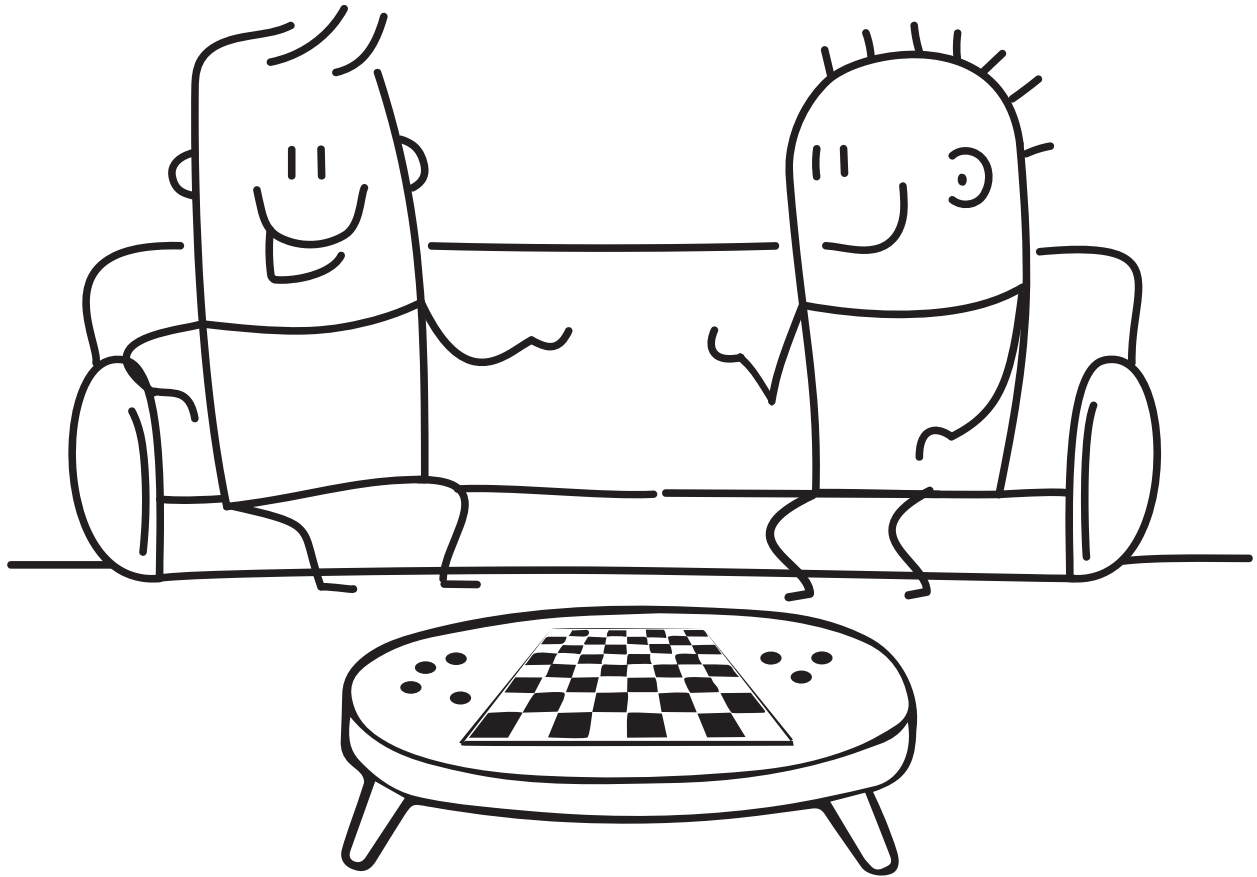
You have the right to be
treated by a doctor or
a nurse at the facility.



You have the right to make
and receive phone calls to
people on your call list.*



You have the right to
send and receive letters
and cards.*



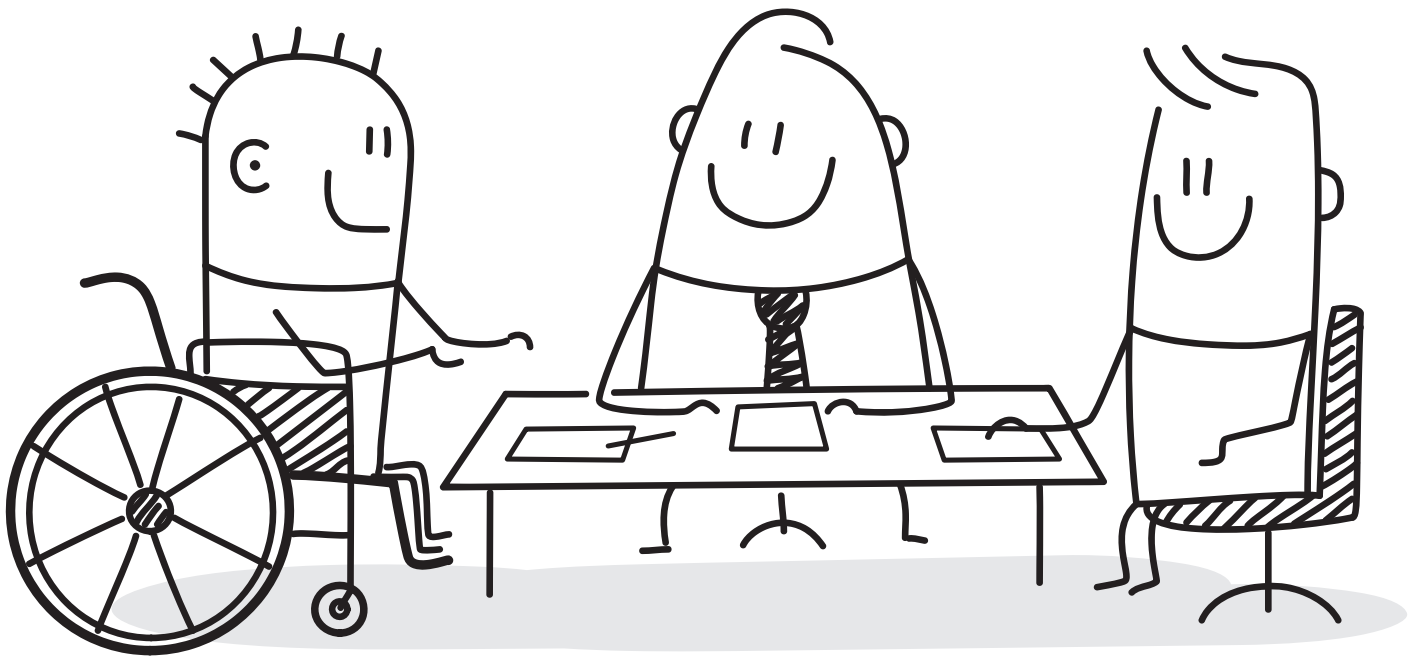
You have the right to have visitors during visiting hours and at other times arranged by your treatment team.*



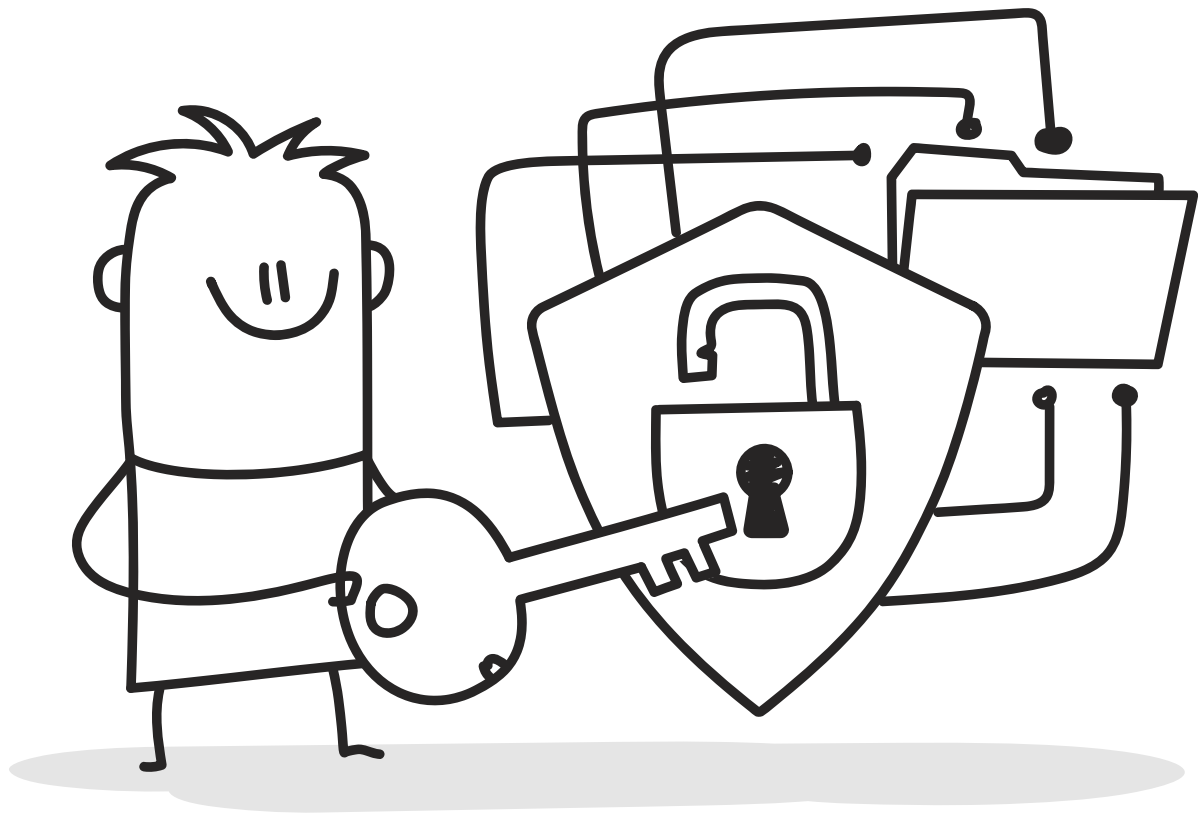
You have the right to
practice your religion.



You have the right to be free
from unlawful discrimination.



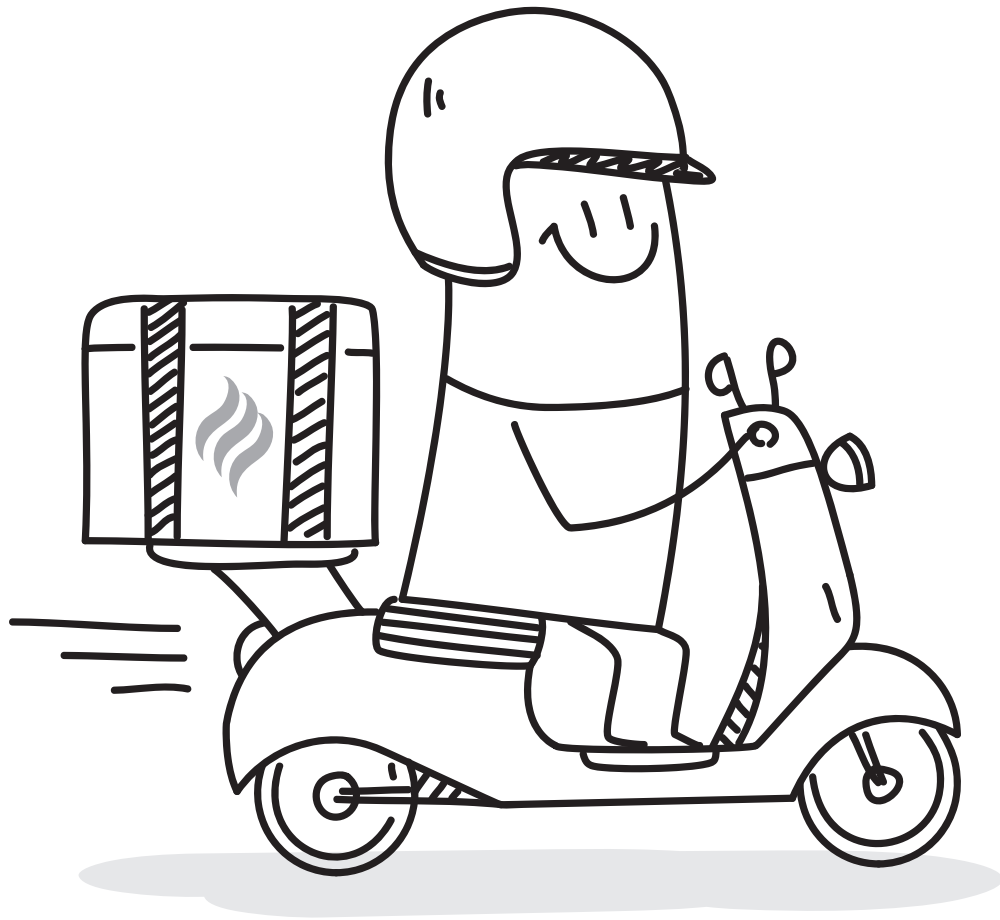
You have the right to know what
is in your treatment plan and to
help develop it.



You have the right to have your medical information kept private from unauthorized people.



You have the right to ask
questions and file complaints
with the facility or
case manager.

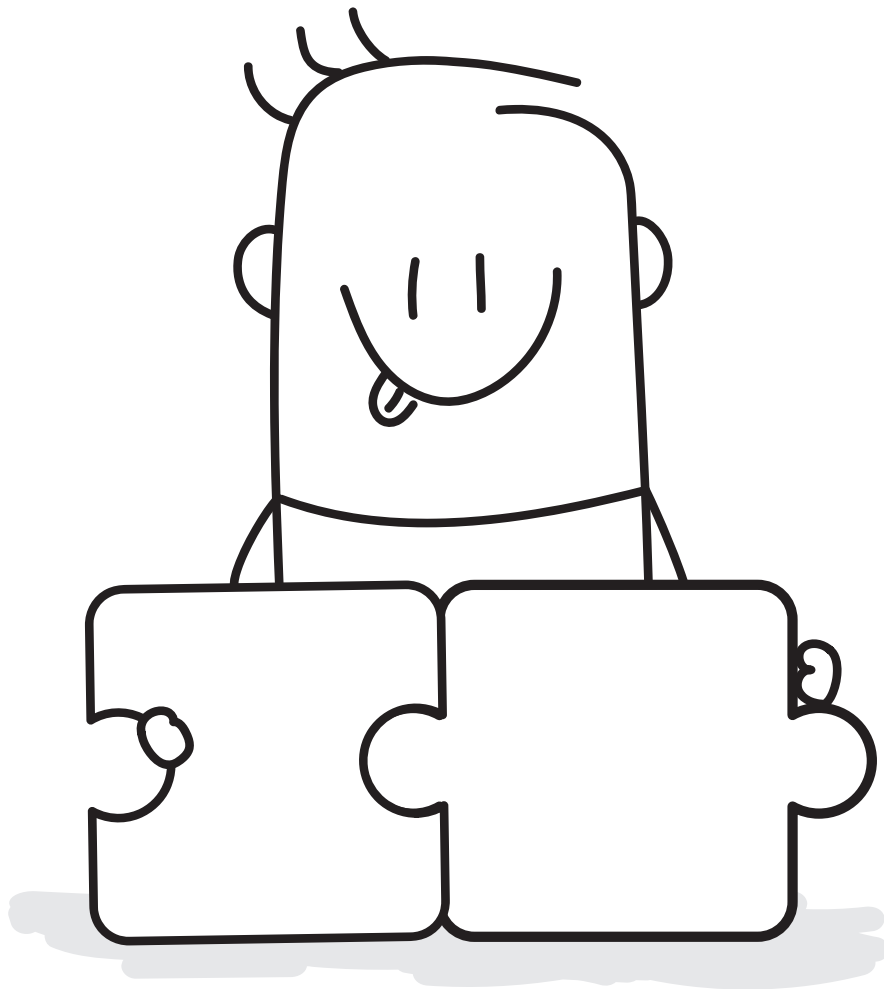


You have the right to contact
Indiana Disability Rights if you
feel like your rights have
been violated.

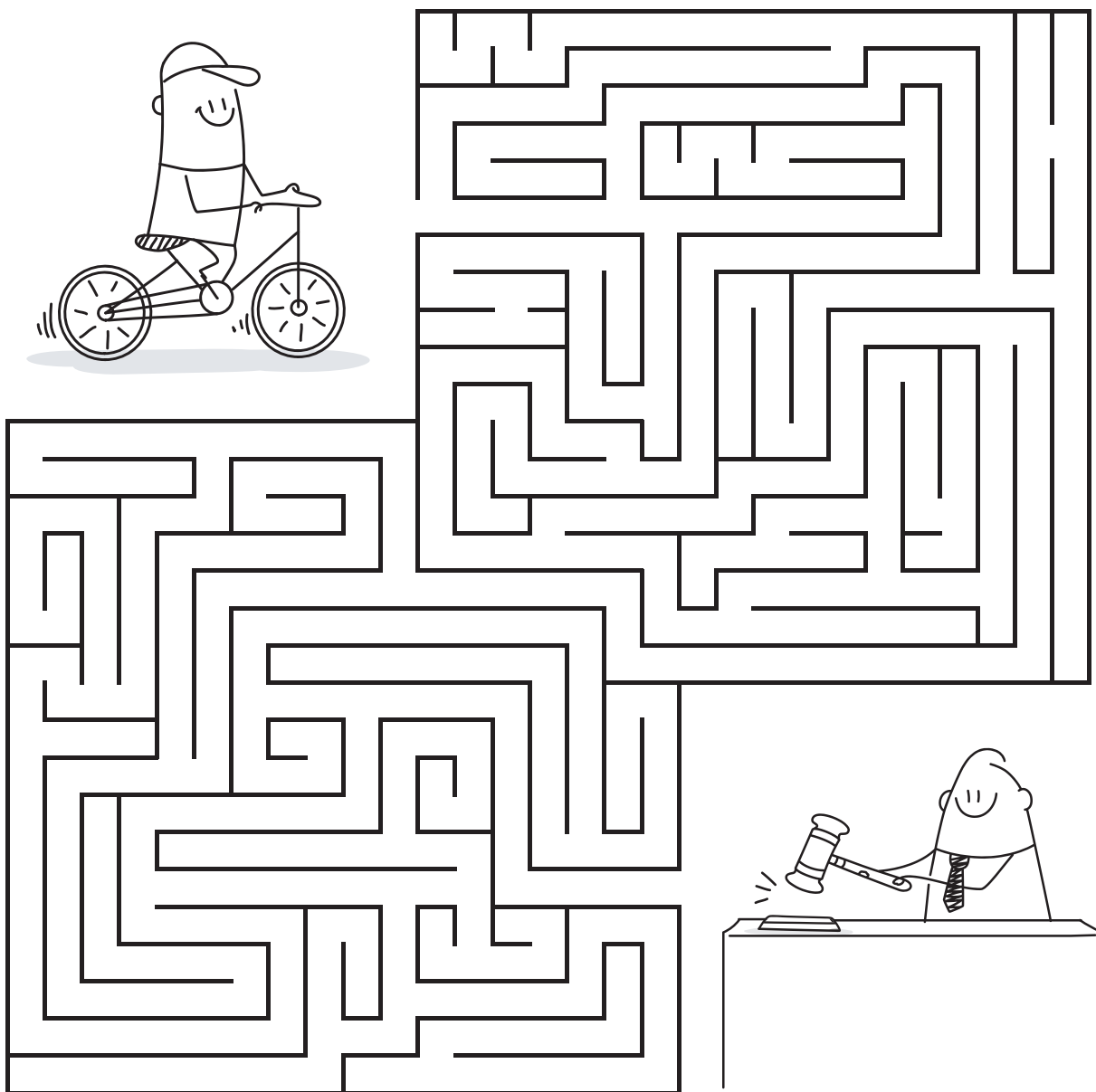


If you are involved in a legal case, you have the right to be notified about court documents and hearings.

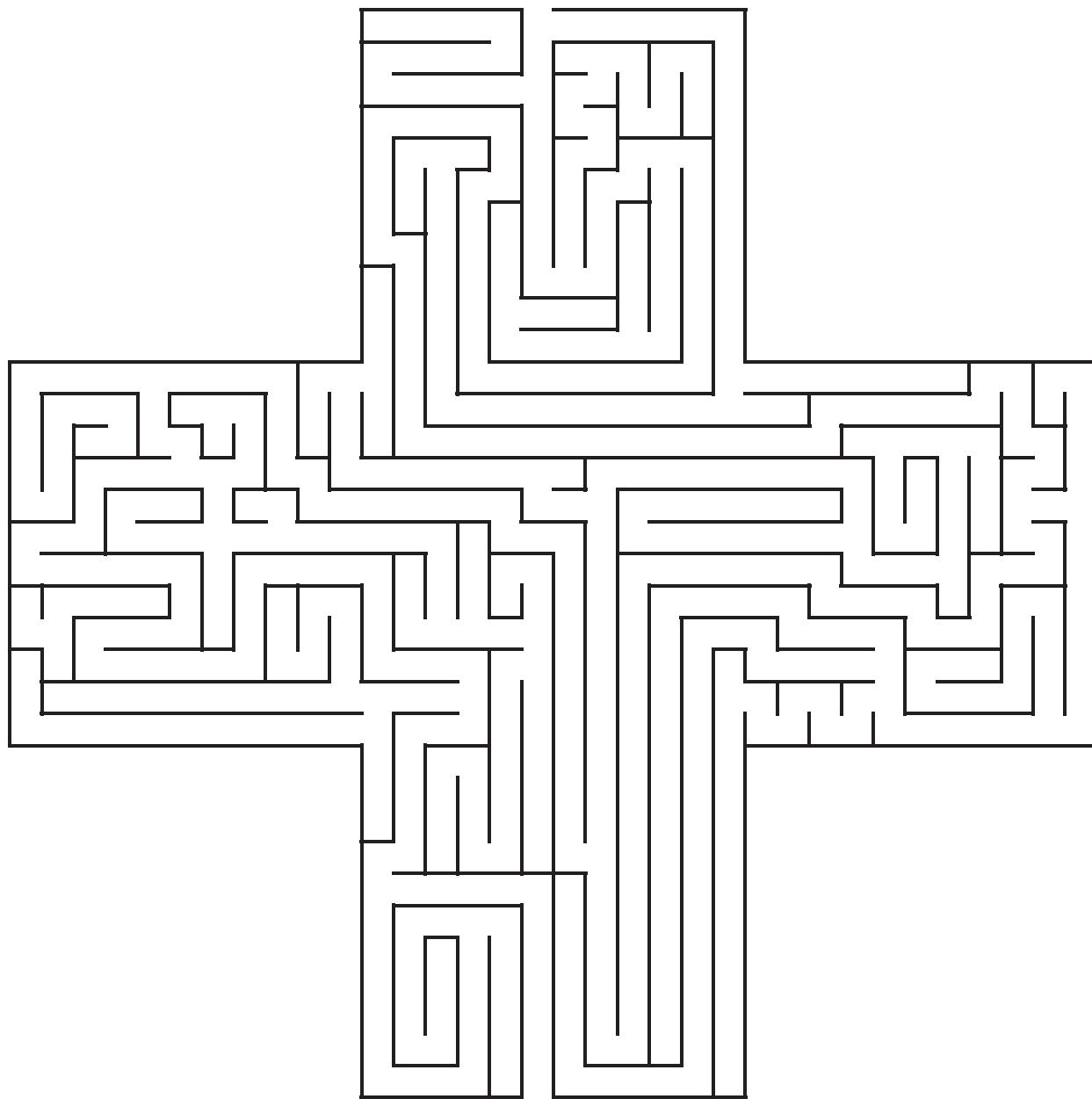
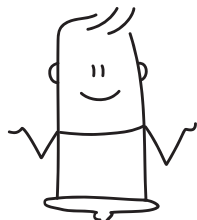
PUZZLES



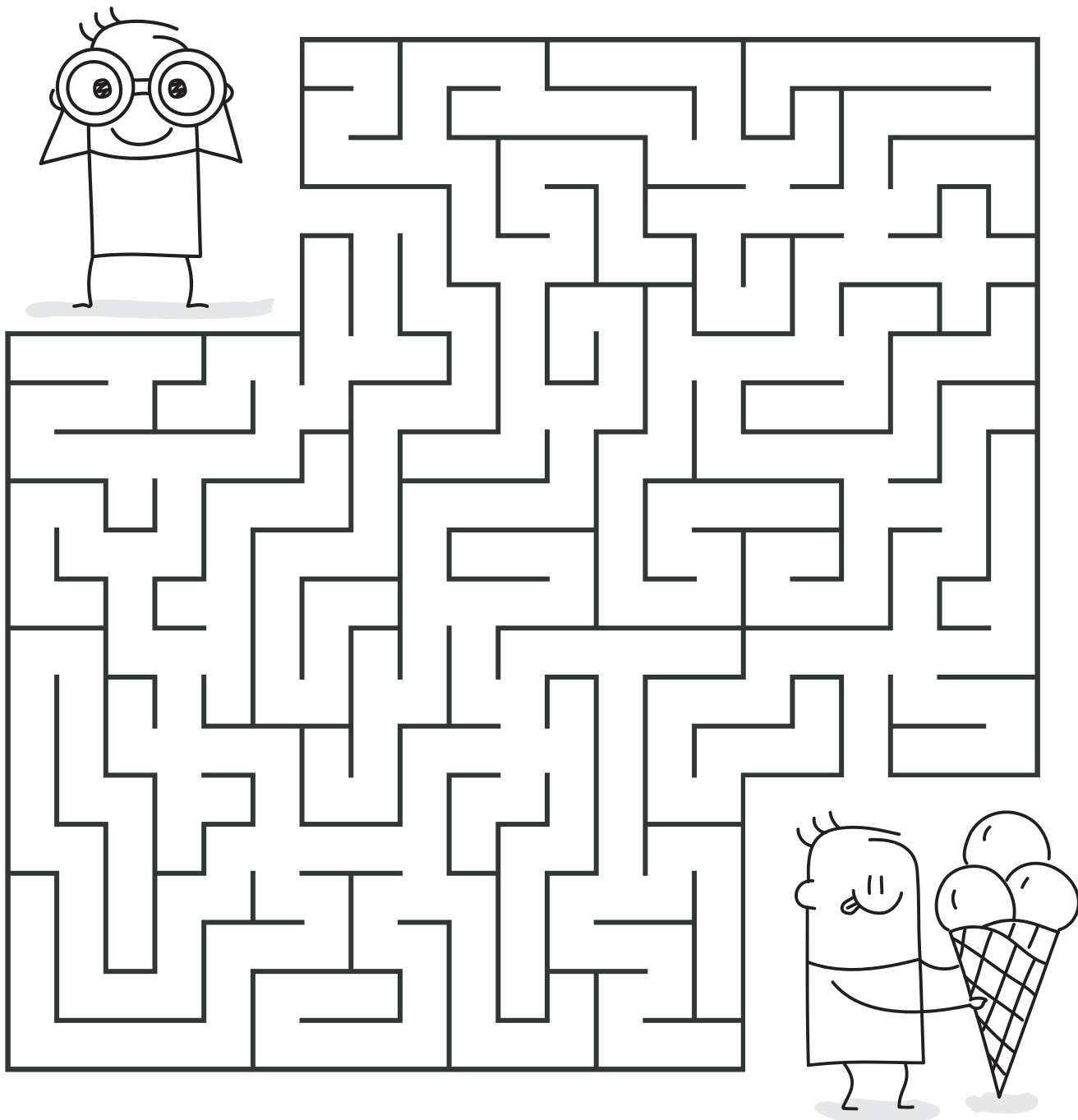
Going to Court



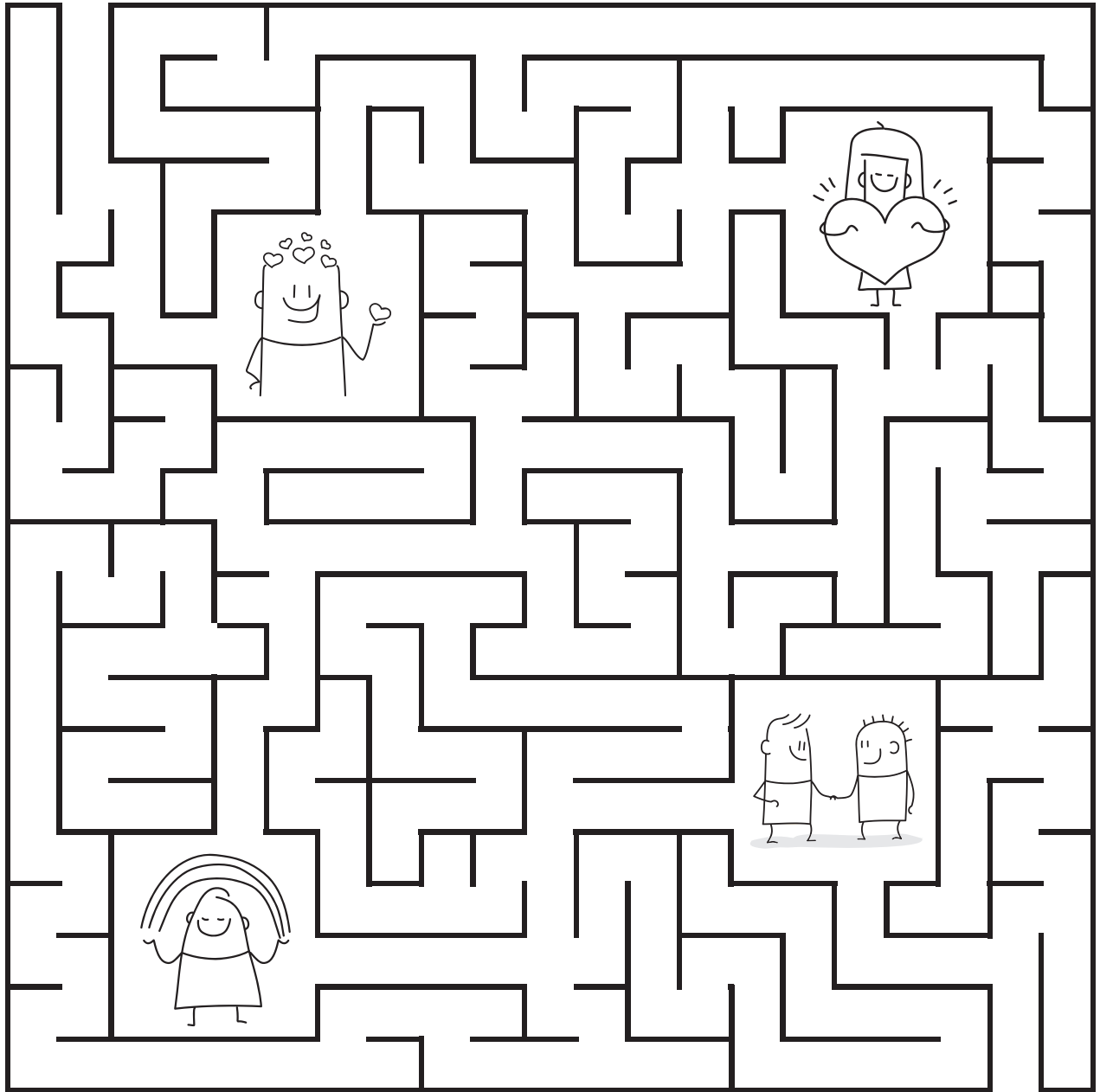
Transition



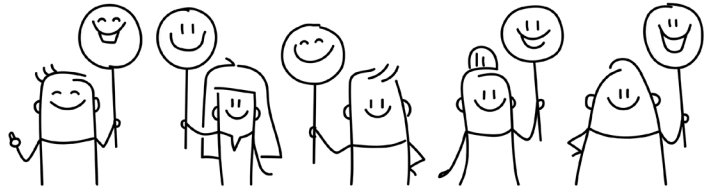
Good Stuff



Friends



Sunshine



T	X	B	U	G	M	G	C	D	C	R	A	Y	S	H
H	A	P	P	Y	Y	F	E	Z	O	H	K	L	E	W
G	D	A	E	J	R	N	F	C	Y	O	L	H	J	Y
I	Q	U	V	O	I	S	O	L	A	R	P	Q	W	E
R	Q	D	G	H	B	K	U	T	W	S	W	S	N	L
B	P	Q	S	A	E	C	T	G	X	A	J	L	L	L
E	C	N	X	B	M	H	S	R	R	F	V	S	K	O
W	U	D	H	E	C	H	I	M	K	D	F	M	D	W
S	V	S	M	B	U	O	D	S	H	E	Q	I	L	E
P	S	U	G	Y	C	H	E	E	R	F	U	L	S	A
M	H	N	K	D	I	E	O	F	M	C	I	E	A	T
M	E	R	D	J	V	O	O	P	V	G	D	P	R	H
Q	L	I	G	H	T	N	H	F	U	E	V	S	B	E
P	J	S	E	N	T	C	I	S	Y	G	F	J	K	R
J	F	E	J	Y	D	E	N	A	T	N	U	S	X	Y

BRIGHT

CHEERFUL

HAPPY

SMILE

LIGHT

OUTSIDE

RAYS

SKY

SOLAR

SUNRISE

SUNSHINE

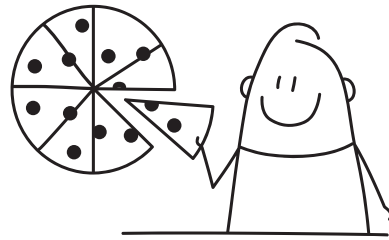
SUNTAN

WARM

WEATHER

YELLOW

Delicious



G	F	U	D	M	P	Z	D	S	T	E	G	G	U	N
G	F	R	E	N	C	H	F	R	I	E	S	X	C	U
V	M	D	J	F	U	N	O	E	A	V	P	W	F	S
I	C	E	C	R	E	A	M	O	U	S	A	X	P	U
C	M	E	E	W	S	T	W	A	C	X	G	I	S	N
O	G	J	V	Z	R	A	I	H	D	C	H	L	S	D
L	L	A	E	R	E	C	V	P	Q	C	E	Z	S	A
P	Q	F	H	F	G	S	J	O	Q	L	T	B	N	E
I	P	U	G	W	R	C	S	P	Y	J	T	X	O	P
J	E	I	C	T	U	K	H	C	S	R	I	A	D	N
D	A	G	Z	S	B	W	D	O	D	Y	O	J	N	M
X	C	U	K	Z	M	K	Y	R	Y	T	A	V	J	R
Y	H	E	A	O	A	E	Z	N	C	E	R	E	A	L
U	E	M	W	E	H	O	R	T	M	O	Q	X	B	S
M	S	P	R	L	P	R	E	T	Z	E	L	S	T	D

YUM

CEREAL

ICE CREAM

PIZZA

FRENCH FRIES

SAVORY

HAMBURGERS

CHIPS

SPAGHETTI

NUGGETS

POPCORN

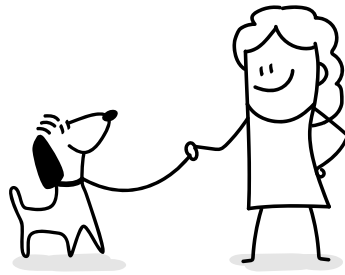
SUNDAE

PEACHES

SWEET

PRETZELS

Animals



H	I	P	P	O	P	O	T	A	M	U	S	R	S	X
I	O	E	N	D	J	S	L	Z	G	B	W	U	E	Q
F	V	R	B	J	K	E	U	C	V	W	M	Q	A	G
N	E	G	S	V	F	A	R	O	D	O	G	M	G	C
M	D	G	D	E	E	P	H	K	S	A	O	O	L	N
Q	Y	D	K	V	U	S	A	P	F	M	R	W	E	C
C	B	E	A	V	E	R	H	N	A	H	I	T	N	R
M	R	F	U	D	L	E	A	C	D	W	L	K	R	O
K	G	N	U	R	E	T	N	C	J	A	L	Q	O	C
F	T	R	M	O	U	S	E	K	V	L	A	R	S	O
N	I	S	O	G	I	R	A	F	F	E	A	X	O	D
V	G	M	N	A	Y	I	D	G	X	E	Y	B	R	I
J	E	A	D	U	K	J	B	A	T	S	S	E	M	L
D	R	F	G	E	R	D	R	V	K	Y	O	A	E	E
O	G	J	J	Y	Z	E	B	R	A	U	C	R	M	W

HORSE

ZEBRA

ORANGUTAN

TIGER

EAGLE

HIPPOPOTAMUS

MOUSE

PANDA

BAT

BEAVER

GIRAFFE

GORILLA

DOG

BEAR

Cities Around the World



M	M	Q	J	T	O	K	Y	O	G	J	U	W	M	S
E	A	X	D	K	G	Y	I	O	C	B	D	M	I	R
X	G	D	S	E	K	M	P	G	N	J	I	R	X	F
I	F	J	R	V	L	J	G	F	E	L	A	E	S	S
C	B	F	K	I	G	H	S	T	W	P	B	U	H	I
O	C	P	X	S	D	X	I	H	Y	A	U	Z	A	Z
C	J	R	Y	T	I	B	F	L	O	N	D	O	N	S
I	Y	A	M	A	C	A	A	H	R	C	A	T	G	H
T	A	G	P	N	P	R	Y	A	K	B	U	S	H	E
Y	N	U	E	B	G	C	L	E	C	C	T	D	A	I
S	C	E	H	U	A	E	R	G	I	O	E	T	I	E
A	M	Y	E	L	T	L	H	E	T	B	R	E	S	T
T	E	A	M	E	V	O	E	R	Y	J	U	I	S	T
A	S	L	O	S	A	N	G	E	L	E	S	K	A	A
N	Y	O	R	E	T	A	H	E	T	E	I	L	L	C

PARIS

CAIRO

BARCELONA

MADRID

DELHI

TOKYO

NEW YORK CITY

ROME

LOS ANGELES

PRAGUE

MEXICO CITY

LONDON

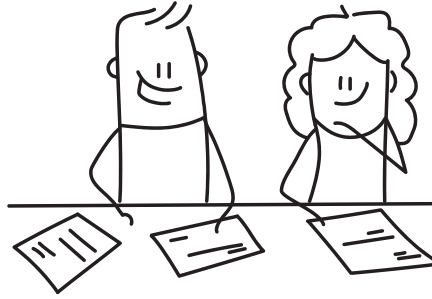
DUBAI

SHANGHAI

ISTANBUL

Unscramble the Words

Work



1. EBSANEC

2. YAAPDY

3. VICETOPRUD

4. MTINOOPOR

5. SOBS

6. MWKOTARE

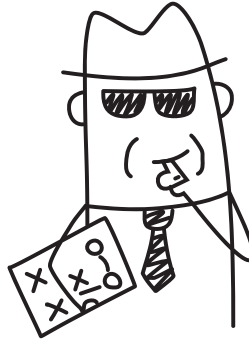
7. TNIVRIWE

8. LNTPEOEHE

9. EPIRD

10. YPAPH

Sports



1. BGYUR

2. FSLBOABLT

3. MWIMSIMGN

4. LOTBAFOL

5. CARGNI

6. KEBBLALSTA

7. RCOCSE

8. LAVBLOLELY

9. EHYKOC

10. MTNODBANI

Notes

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This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

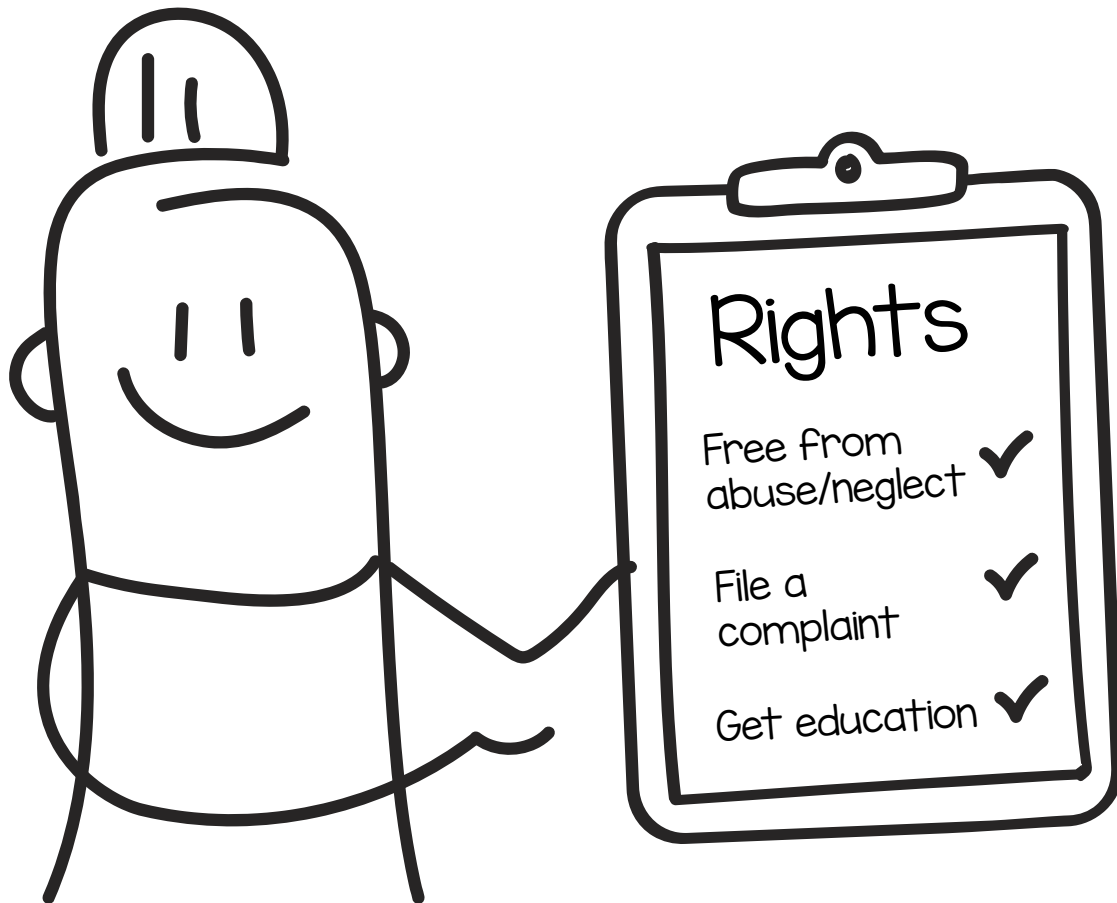
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Appendices

Appendix A

Rights by Subject Matter



Appendix A

Rights for youth in Secure Facilities

Topic Areas and Legal Citations

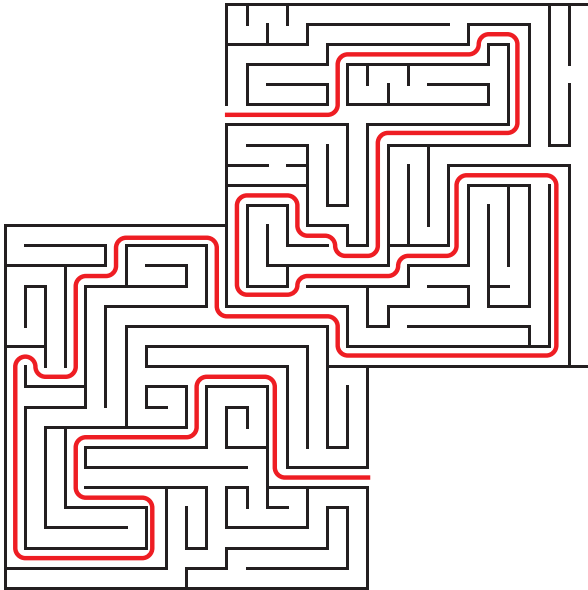
Topic Area	Right	Citation(s)
Advocacy	To contact Indiana Disability Rights to ask for help or report a rights violation	42 U.S.C. § 483.356(d)
	To file a complaint with, or seek the assistance of, the DCS Ombudsman, if DCS is your placement agency	DCS Bill of Rights
	To be assigned a specific caseworker	465 Ind. Admin. Code § 2-11-66(b) (1)
Communication	To write to others unless a court has ordered otherwise	465 Ind. Admin. Code § 2-11-64(e)
	To send and receive sealed mail unless doing so is unsafe	Ind. Code § 12-27-3-1(2); 465 Ind. Admin. Code § 2-11-64(d)
	To have access to a reasonable amount of writing materials and stamps	Ind. Code § 12-27-3-1(3); 465 Ind. Admin. Code § 2-11-64(d)
	To be visited at reasonable times	Ind. Code § 12-27-3-1(1)
	To make and receive phone calls with people on a call list	Ind. Code § 12-27-3-1(4)
Education	To the same opportunity for education as peers in the community	465 Ind. Admin. Code § 2-11-60(a)
Health Care	To receive humane care	Ind. Code § 12-27-2-1(2); 465 Ind. Admin. Code § 2-11-57(c)
	To be treated as appropriate to your needs using professional standards of practice	Ind. Code § 12-27-2-1(1)

	To have a yearly dental exam	465 Ind. Admin. Code § 2-11-75(c)(2)
	To receive a health exam within two weeks of admission, unless an exam occurred three months earlier	465 Ind. Admin. Code § 2-11-75(b)
	To receive a dental exam within 30 days of admission, unless an exam occurs six months earlier	465 Ind. Admin. Code § 2-11-75(c)(1)
	To receive mental health counseling at least three times each week	465 Ind. Admin. Code § 2-11-66(b)(2)
	To be involved in creating your treatment plan	42 U.S.C. § 441.155(b)(2); 465 Ind. Admin. Code § 2-11-66(f) and (k)
	To be notified of changes to your treatment plan	465 Ind. Admin. Code § 2-11-66(j)
	To have an initial, written treatment plan within 10 days of admission	465 Ind. Admin. Code § 2-11-66(a)
	To have your case reviewed at least monthly to assess whether remaining at the facility is appropriate	465 Ind. Admin. Code § 2-11-66(c)
Judiciary/Court	To receive assistance from an attorney of your choice at your expense	Ind. Code § 12-27-2-1(4)
	To request a CASA or GAL during an active CHINS case, if DCS is your placement agency	DCS Bill of Rights
Property	To wear your own clothing unless doing so is not safe	Ind. Code § 12-27-3-3(1); 465 Ind. Admin. Code § 2-11-56(c)
	To keep and use your personal belongings unless doing so is not safe	Ind. Code § 12-27-3-3(2); 465 Ind. Admin. Code § 2-11-56(f)

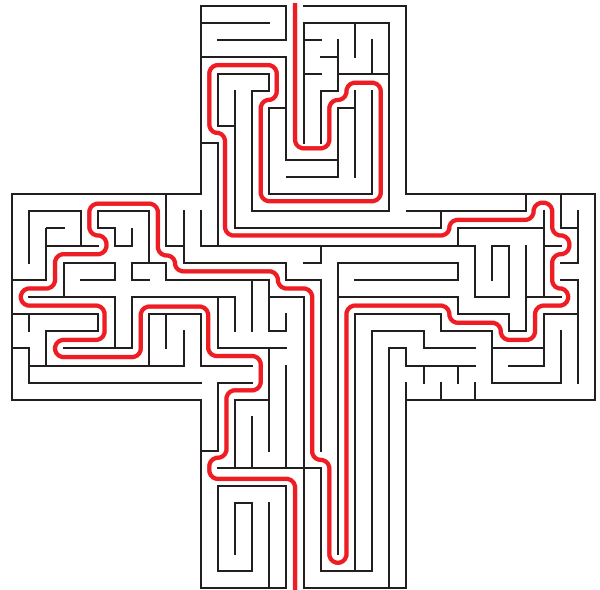
	To have the decision to take away your personal belongings reviewed by direct care staff and a caseworker daily and by the treatment team at least once per week	465 Ind. Admin. Code § 2-11-56(g)
	To keep and spend a reasonable amount of money	Ind. Code § 12-27-3-3(3)
Religion	To practice your religion	Ind. Code § 12-27-2-1(3); 465 Ind. Admin. Code § 2-11-61
Residential Living	To have three healthy meals each day and access to snacks	465 Ind. Admin. Code § 2-11-77(b) (1) and (f)(8)
	To have a daily routine to eat, sleep, and exercise	465 Ind. Admin. Code § 2-11-55(a)
	To have private time to engage in hobbies	465 Ind. Admin. Code § 2-11-55(c)
	To have enough storage space for private use	Ind. Code § 12-27-3-3(4); 465 Ind. Admin. Code § 2-11-56(d)
	To have a bedroom with only one roommate	465 Ind. Admin. Code § 2-11-79(a)
	To receive clean sheets at least once per week	465 Ind. Admin. Code § 2-11-79(f) (3)
	To live in a clean, safe, and well-maintained place	465 Ind. Admin. Code § 2-11-80(a)
Safety	To be free from cruelty, humiliation, and being scared by staff	465 Ind. Admin. Code § 2-11-57(d)
	To be free from restraint and seclusion for punishment or staff convenience	42 U.S.C. § 483.358(a)(1)
	To be free from language that is abusive or degrading or uses curse words	465 Ind. Admin. Code § 2-11-57(e)

Maze Answers

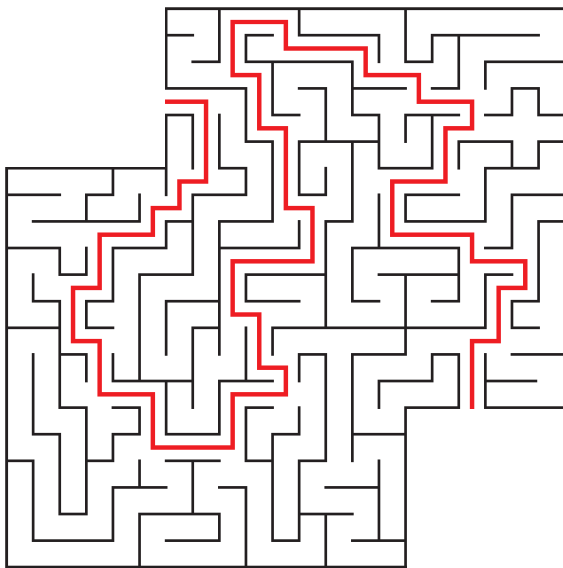
Going To Court



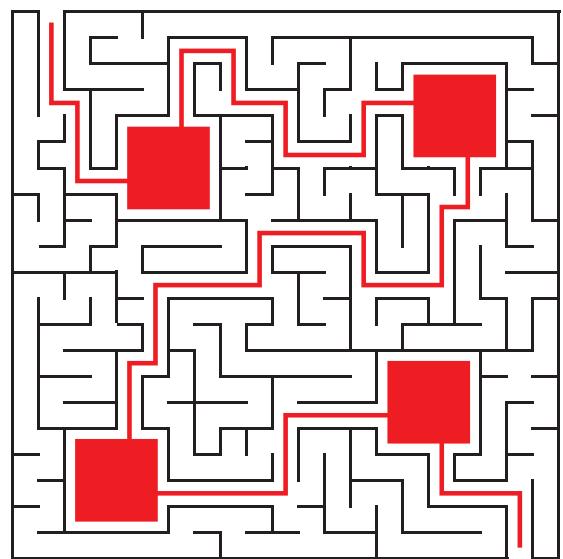
Transition



Good Stuff



Friends



Word Search Answers

Sunshine

T	X	B	U	G	M	G	C	D	C	R	A	Y	S	H
H	A	P	P	Y	Y	F	E	Z	O	H	K	L	E	W
G	D	A	E	J	R	N	F	C	Y	O	L	H	J	Y
I	Q	U	V	O	I	S	O	L	A	R	P	Q	W	E
R	Q	D	G	H	B	K	U	T	W	S	W	S	N	L
B	P	Q	S	A	E	C	T	G	X	A	J	L	L	L
E	C	N	X	B	M	H	S	R	R	F	V	S	K	O
W	U	D	H	E	C	H	I	M	K	D	F	M	D	W
S	V	S	M	B	U	O	D	S	H	E	Q	I	L	E
P	S	U	G	Y	C	H	E	E	R	F	U	L	S	A
M	H	N	K	D	I	E	O	F	M	C	I	E	A	T
M	E	R	D	J	V	O	O	P	V	G	D	P	R	H
Q	L	I	G	H	T	N	H	F	U	E	V	S	B	E
P	J	S	E	N	T	C	I	S	Y	G	F	J	K	R
J	F	E	J	Y	D	E	N	A	T	N	U	S	X	Y

Animals

H	I	P	P	O	P	O	T	A	M	U	S	R	S	X
I	O	E	N	D	J	S	L	Z	G	B	W	U	E	Q
F	V	R	B	J	K	E	U	C	V	W	M	Q	A	G
N	E	G	S	V	F	A	R	O	D	O	G	M	G	C
M	D	G	D	E	E	P	H	K	S	A	O	O	L	N
Q	Y	D	K	V	U	S	A	P	F	M	R	W	E	C
C	B	E	A	V	E	R	H	N	A	H	I	T	N	R
M	R	F	U	D	L	E	A	C	D	W	L	K	R	O
K	G	N	U	R	E	T	N	C	J	A	L	Q	O	C
F	T	R	M	O	U	S	E	K	V	L	A	R	S	O
N	I	S	O	G	I	R	A	F	F	E	A	X	O	D
V	G	M	N	A	Y	I	D	G	X	E	Y	B	R	I
J	E	A	D	U	K	J	B	A	T	S	S	E	M	L
D	R	F	G	E	R	D	R	V	K	Y	O	A	E	E
O	G	J	J	Y	Z	E	B	R	A	U	C	R	M	W

Delicious

G	F	U	D	M	P	Z	D	S	T	E	G	G	U	N
G	F	R	E	N	C	H	F	R	I	E	S	X	C	U
V	M	D	J	F	U	N	O	E	A	V	P	W	F	S
I	C	E	C	R	E	A	M	O	U	S	A	X	P	U
C	M	E	E	W	S	T	W	A	C	X	G	I	S	N
O	G	J	V	Z	R	A	I	H	D	C	H	L	S	D
L	L	A	E	R	E	C	V	P	Q	C	E	Z	S	A
P	Q	F	H	F	G	S	J	O	Q	L	T	B	N	E
I	P	U	G	W	R	C	S	P	Y	J	T	X	O	P
J	E	I	C	T	U	K	H	C	S	R	I	A	D	N
D	A	G	Z	S	B	W	D	O	D	Y	O	J	N	M
X	C	U	K	Z	M	K	Y	R	Y	T	A	V	J	R
Y	H	E	A	O	A	E	Z	N	C	E	R	E	A	L
U	E	M	W	E	H	O	R	T	M	O	Q	X	B	S
M	S	P	R	L	P	R	E	T	Z	E	L	S	T	D

Cities Around the World

M	M	Q	J	T	O	K	Y	O	G	J	U	W	M	S
E	A	X	D	K	G	Y	I	O	C	B	D	M	I	R
X	G	D	S	E	K	M	P	G	N	J	I	R	X	F
I	F	J	R	V	L	J	G	F	E	L	A	E	S	S
C	B	F	K	I	G	H	S	T	W	P	B	U	H	I
O	C	P	X	S	D	X	I	H	Y	A	U	Z	A	Z
C	J	R	Y	T	I	B	F	L	O	N	D	O	N	S
I	Y	A	M	A	C	A	A	H	R	C	A	T	G	H
T	A	G	P	N	P	R	Y	A	K	B	U	S	H	E
Y	N	U	E	B	G	C	L	E	C	C	T	D	A	I
S	C	E	H	U	A	E	R	G	I	O	E	T	I	E
A	M	Y	E	L	T	L	H	E	T	B	R	E	S	T
T	E	A	M	E	V	O	E	R	Y	J	U	I	S	T
A	S	L	O	S	A	N	G	E	L	E	S	K	A	A
N	Y	O	R	E	T	A	H	E	T	E	I	L	L	C

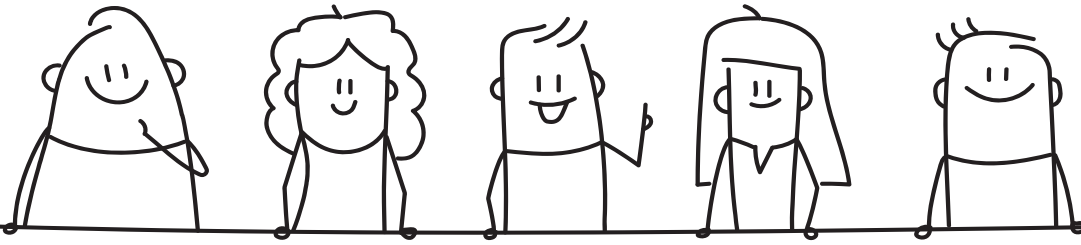
Word Scramble Answers

Work

1. ABSENCE
2. PAYDAY
3. PRODUCTIVE
4. PROMOTION
5. BOSS
6. TEAMWORK
7. INTERVIEW
8. TELEPHONE
9. PRIDE
10. HAPPY

Sports

1. RUGBY
2. SOFTBALL
3. SWIMMING
4. FOOTBALL
5. RACING
6. BASKETBALL
7. SOCCER
8. VOLLEYBALL
9. HOCKEY
10. BADMINTON



**If you think your rights have been violated,
you may take one or more of these actions:**

1. Talk to your Family Case Manager or Probation Officer.
2. File a complaint with the facility or the placement agency.
3. Contact Indiana Disability Rights (IDR).
4755 Kingsway Dr., Ste. 100
Indianapolis, IN 46205
1-800-622-4845
4. Talk to an IDR Advocate during a monitoring visit.

The Protection and Advocacy System for the State of Indiana.

This publication was made possible by funding support from SAMHSA. These contents are solely the responsibility of the grantee and do not necessarily represent the official views of SAMHSA.

G. PAIMI Budget - Actual

PAIMI Budget

Planning Period From 10/1/2022 to 9/30/2023

In this section, provide actual expenditures for the FY. Refer to the PAIMI Application [Appendix C] submitted to SAMHSA/CMHS for the same FY. For additional information regarding this Section, please review the PPR Instructions.

PAIMI BUDGET-ACTUAL

* Indicates a required field

I. Personnel/Name/Title (Active for PAIMI Supervisor only)

In the section below for each funded staff position provide the name, title, annual salary, level of effort - full time equivalent charged to the PAIMI grant, and the costs billed to the PAIMI grant for each position. Please only include the current FFY's budget figures and use the footnotes to describe methodology and any additional funding carried over from previous years.

Personnel/Name/Title *	Annual Salary * "A"	Total PAIMI Share * "B"	Percent/Level of Effort to PAIMI "B" / "A" = "C"	Comments
Executive Director	\$ 115,347.23	\$ 24,222.92	21.0 %	Melissa Keyes
Senior Staff Attorney	\$ 104,482.38	\$ 21,941.30	21.0 %	Tom Crishon
Business Operations Manager	\$ 103,457.46	\$ 21,726.07	21.0 %	Scarlett Taylor
Advocate/Case Manager	\$ 55,141.70	\$ 11,579.76	21.0 %	Kristin Dulaney
Intake Specialist	\$ 56,380.36	\$ 11,839.88	21.0 %	Mary Alter
Intake Specialist	\$ 61,665.01	\$ 12,949.65	21.0 %	Dan Ward
Advocate/Case Manager	\$ 51,937.59	\$ 10,906.89	21.0 %	Christian Ewoldt
Advocate/Case Manager	\$ 62,056.55	\$ 13,031.88	21.0 %	Tina Frayer
Attorney	\$ 91,000.02	\$ 19,110.00	21.0 %	Samuel Adams
Advocate/Case Manager	\$ 55,867.79	\$ 11,732.24	21.0 %	Natasha Henry
Advocate/Case Manager	\$ 50,345.39	\$ 10,572.53	21.0 %	Gary Kloczkowski
Attorney	\$ 85,020.00	\$ 4,251.00	5.0 %	Zaida Maldonado-Prather
Attorney	\$ 93,002.00	\$ 19,530.42	21.0 %	Emily Munson
Advocate/Case Manager	\$ 54,511.28	\$ 11,447.37	21.0 %	Michelle Reynolds
Attorney	\$ 85,020.00	\$ 17,854.20	21.0 %	Justin Schrock
Advocate/Case Manager	\$ 54,233.34	\$ 2,711.67	5.0 %	Shari Stites
Administration	\$ 45,226.41	\$ 9,497.55	21.0 %	Diane Morris
Accountant	\$ 50,178.25	\$ 10,537.43	21.0 %	Anthony Liggins
Accountant	\$ 60,363.54	\$ 12,676.34	21.0 %	Sarah Frantz
Advocate/Case Manager	\$ 56,417.45	\$ 2,820.87	5.0 %	Bonnie Bomer
Attorney	\$ 85,020.00	\$ 17,854.20	21.0 %	James Hutton
Legal Assistant	\$ 53,727.16	\$ 11,282.70	21.0 %	Carmen Ledezma
Attorney	\$ 69,493.71	\$ 3,474.68	5.0 %	Natasha Crespo
Attorney	\$ 67,314.00	\$ 14,135.94	21.0 %	Bryan Gogg
	\$ 1,667,208.62	\$ 307,687.49		

II. Fringe Benefits

Please only include the current FFY's budget figures and document all other figures in the footnote. Please also describe methodology in the footnotes.

Fringe Breakdown *	Annual Salary * "A"	Total PAIMI Share * "B"	Percent/Level of Effort to PAIMI "B" / "A" = "C"	Comments
Other (Describe the line item in the Comments box)	\$ 485,840.00	\$ 102,026.40	21.0 %	Medical/Dental bundled for state insurance benefits.
Employer Match-Retirement	\$ 335,000.00	\$ 70,350.00	21.0 %	State retirement benefits
	\$ 820,840.00	\$ 172,376.40		

III. Travel Expenses

Please only include the current FFY's budget figures and document all other figures (carryover) in the footnote. Using the comment field or footnote, provide the purpose of travel number of staff, PAIMI Advisory Council or board members traveling for each event, and per diem; describe the number of nights and purpose. There is a 10% limit on training, technical assistance and travel expenses [42 CFR 51.6 (3) (e)].

Travel Expenses *	Actual Cost * "A"	Total PAIMI Share * "B"	Percent/Level of Effort to PAIMI "B" / "A" = "C"	Comments
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Mileage	\$ 21,957.14	\$ 4,611.00	21.0 %	To from case/program related travel.
Vehicle Rental	\$ 3,723.80	\$ 782.00	21.0 %	To/from case and program related travel > 100 miles round trip.
Other (Describe the line item in the Comments box)	\$ 3,861.00	\$ 810.81	21.0 %	In and out of state travel requiring overnight and/or flight and travel expenses.
	\$ 29,541.94	\$ 6,203.81		

IV. Equipment

Include communications and rental equipment directly related to PAIMI project activities. Please only include the current FFY's budget figures and use the footnote to describe any additional funding carried over from previous years.**

Equipment *	Actual Cost * "A"	Total PAIMI Share * "B"	Percent/Level of Effort to PAIMI "B" / "A" = "C"	Comments
Equipment Rental	\$ 2,834.75	\$ 595.30	21.0 %	Copy/scan/fax large capacity for central office.
Other (Describe the line item in the Comments box)	\$ 287.08	\$ 11.48	4.0 %	Printer/scan/copy printers for field staff.
	\$ 3,121.83	\$ 606.78		

** Per 45 CFR Part 75: Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. See also Capital assets, Computing devices, General purpose equipment, Information technology systems, Special purpose equipment, and Supplies.

V. Supplies

Please list the supplies (both the category of items and the value) expended through using PAIMI funds. Use the comments field to describe the supplies.

Supplies *	Actual Cost * "A"	Total PAIMI Share * "B"	Percent/Level of Effort to PAIMI "B" / "A" = "C"	Comments
Other (Describe the line item in the Comments box)	\$ 2,274.00	\$ 477.54	21.0 %	General office supplies
	\$ 2,274.00	\$ 477.54		

VI. Contractual/Consultant Costs

In the section below provide budget expenditure information for each contractual arrangement for PAIMI program services. Any sub-contract that exceeds \$25,000 must be pre-approved by SAMHSA Grants Management Officer. Only include the current FFY's budget figures and use the footnote to describe any additional funding carried over from previous years.

Position or Entity*	Service Provided*	Actual Cost* "A"	Total PAIMI Share* "B"	Percent to PAIMI "B" / "A" = "C"	Comments
Westlaw/Thompson Reuters		\$ 14,216.00	\$ 2,985.36	21.0 %	Legal research database
LTC Language Services		\$ 4,823.31	\$ 627.03	13.0 %	Interpreter and translation services (language, ASL)
Automon		\$ 12,849.64	\$ 2,698.23	21.0 %	Legal case file management
NDRN		\$ 12,275.85	\$ 2,577.93	21.0 %	Dues, technical assistance and training.
		\$ 44,164.80	\$ 8,888.55		

VII. Technical Assistance/Training Costs

In the section below provide technical assistance and training costs for staff, governing board and advisory council members. Explain the training costs in the comment field (i.e. number of meetings, number of participants, explanation of staff travel cost). Only include the current FFY's budget figures; document all other figures in the footnotes. There is a 10% limit on training, technical assistance and travel expenses [42 CFR 51.6 (3) (e)].

Technical Assistance/Training Costs *	Actual Cost * "A"	Total PAIMI Share * "B"	Percent/Level of Effort to PAIMI "B" / "A" = "C"	Comments
(explain costs in the comment field i.e number of meetings and number of participants)				
Other (Describe the line item in the Comments box)	\$ 2,940.00	\$ 617.40	21.0 %	Staff, Advisory Council, and Board trainings often combined.
	\$ 2,940.00	\$ 617.40		

VIII. Other Expenses

Please include any other expenses that used Federal PAIMI funds but do not fit into the prior categories. "Litigation" is an example. Please be as specific as possible the nature of other indicated expenses.

Other Expenses *	Actual Cost * "A"	Total PAIMI Share * "B"	Percent/Level of Effort to PAIMI "B" / "A" = "C"	Comments
Rent ? Office Space: (1) Location ? identify full address	\$ 125,343.00	\$ 26,322.03	21.0 %	Central Office (4755 Kingsway Dr., Ste. 100; Indianapolis, IN 46205)
Other (Describe the line item in the Comments box)	\$ 84,522.67	\$ 17,749.76	21.0 %	State information technology services (hardware, software, equipment and service).
Other (Describe the line item in the Comments box)	\$ 14,388.18	\$ 3,021.52	21.0 %	State Human Resources services.

Other (Describe the line item in the Comments box)	\$	24,619.82	\$	5,170.00	21.0 %	State finance/accounting services.
Other (Describe the line item in the Comments box)	\$	10,935.00	\$	2,296.35	21.0 %	Phone services.
Other (Describe the line item in the Comments box)	\$	3,645.22	\$	765.50	21.0 %	Postage and mailing services.
Other (Describe the line item in the Comments box)	\$	28,530.55	\$	127.51	0.4 %	Litigation expenses (mediation, filing fees, etc)
Other (Describe the line item in the Comments box)	\$	4,876.00	\$	1,023.96	21.0 %	Website, communication, online meeting software.
Other (Describe the line item in the Comments box)	\$	2,925.00	\$	614.25	21.0 %	Document and supply storage.
Other (Describe the line item in the Comments box)	\$	7,547.15	\$	1,584.90	21.0 %	Security system.
Other (Describe the line item in the Comments box)	\$	2,517.00	\$	528.57	21.0 %	Printing services.
	\$	309,849.59	\$	59,204.35		

IX. Indirect Costs

Attach a copy of the approved rate agreement. Federally approved IDC rate.

No Data Available

X. Carryover of PAIMI Funds Only

Carryover for FY 2022	\$	284,586.75
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Please upload your budget plan for 2022 carryover funds

	Total Actual Cost	Total PAIMI Share
Total PAIMI Costs	\$ 2,879,940.78	\$ 556,062.32

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:
See attached excel file.
Total spent on PAIMI in FFY 2023 = \$840,649.07 (\$284,586.75 spent from FFY2022 carryover; \$4,250 from FFY 2023 program income received (additive); and \$551,812.32 from FFY2023 allocated funds). See spreadsheet for details. IDR's PAIMI program will carryover \$95,557.68 into the FFY 2024 program year.

PAIMI 2022 Carryover Spent Down in FFY2023

Indiana Disability Rights

SUMMARY			
TOTAL SALARIES AND WAGES			168,939.49
TOTAL FRINGE			84,769.21
TOTAL TRAVEL			3,907.20
TOTAL EQUIPMENT			669.00
TOTAL SUPPLIES			401.40
TOTAL CONTRACTUAL			5,052.70
TOTAL OTHER			20,847.75
			-
Total Federal			284,586.75
Total Non-Federal			-
Total Indirect	Enter percentage -->	0	-
TOTAL AWARD			284,586.75

Personnel Breakdown

NAME	Position	Annual Salary	%time	Total Requested
Melissa Keyes	Executive Director	104,861.00	22%	11,692.00
Thomas Crishon	Legal Director	89,482.38	22%	9,977.29
Emily Munson	Attorney Manager	75,132.46	22%	8,377.27
Mary Alter	Advocacy Specialist	48,840.74	22%	5,445.74
Scarlett Taylor	Operations Director	88,457.46	22%	9,863.01
Bonnie Bomer	Advocacy Specialist	48,895.00	22%	5,451.79
Zaida Maldonado-Prather	Attorney	58,271.00	22%	6,497.22
Shari Stites	Advocacy Specialist	45,695.52	22%	5,095.05
Daniel Ward	Intake Manager	51,138.36	22%	5,701.93
Anthony Liggins	Accountant	44,382.00	22%	4,948.59
Diane Morris	Administrative Assistant	42,332.42	22%	4,720.06
Kristin Dulaney	Advocacy Specialist/Paralegal	47,026.00	22%	5,243.40
Sarah Frantz	Accountant	49,078.00	22%	5,472.20
Samuel Adams	Attorney	71,000.00	22%	7,916.50
Justin Schrock	Attorney	60,571.00	22%	6,753.67
Carmen Ledezma	Paralegal/Advocate	44,954.00	22%	5,012.37
Gary Kloczkowski	Advocacy Specialist	40,000.00	22%	4,460.00
Jason Rivich	Advocacy Specialist	40,000.00	22%	4,460.00
Natasha Henry	Advocacy Specialist	48,089.00	22%	5,361.92
Michelle Reynolds	Advocacy Specialist	46,102.00	22%	5,140.37
Christian Ewoldt	Advocacy Specialist	42,332.00	22%	4,720.02
Tina Frayer	Investigations Coordinator	51,757.00	22%	5,770.91
Leah Grandy	Advocate	42,742.00	22%	4,765.73
James Hutton	Attorney	62,000.00	22%	6,913.00
Natasha Crespo	Attorney	54,632.00	22%	6,091.47
Bryan Gogg	Attorney	52,000.00	22%	5,798.00
Keith Butler	Attorney Manager	65,381.00	22%	7,289.98

TOTAL SALARIES AND WAGES			168,939.49
	Cost Share		-
	Federal Request		168,939.49

TOTAL FRINGE BENEFITS		Enter percentage →	47.89%	80,905.12
Medical/Dental	\$548,262	0.223		61,131.21

Retirement	\$212,000.00	0.223		23,638.00
				-
		Cost Share		
		Federal Request		84,769.21

CATEGORICAL BREAKOUTS

TRAVEL	Unit Cost	#trips/nights	FTE	Totals
<u>Travel Event - Accessible</u>				
Wheelchair Transportation \$	210.00	0	1	-
Special Transport Fee \$	52.00	0	1	-
Pickup Fee \$	148.00	0	1	-
Driver Wait Time \$	40.00	0	1	-
Per Diem \$	16.00	5	1	80.00
				-
			Subtotal	80.00
<u>Travel Event - Out of State</u>				
Airfare \$	500.00	1	1	500.00
Lodging \$	300.00	1	1	300.00
Parking \$	9.00	1	1	9.00
Per diem \$	32.00	1	1	32.00
Meals				-
Mileage				-
			Subtotal	841.00
<u>Mileage (trips = miles)</u>	\$ 0.58	798	5	2,314.20
<u>Rental Car</u>	\$ 32.00	7	3	672.00
			Total Travel	3,907.20

Cost Share
Federal Request **3,907.20**

EQUIPMENT	Location/description/purpose	Unit Cost	#	
Copiers	Central Office copier rentals	\$ 2,000.00	0.223	446.00
Printers	Field staff printers/scanners	\$ 1,000.00	0.223	223.00
Description				-
Description				-
	Total Equipment			669.00

Cost Share
Federal Request **669.00**

SUPPLIES	Description/Purpose (if applicable)	Cost	#	
Office Supplies	General office supplies	\$ 3,000.00	0.223	401.40
				-
				-
Enter item here				-
Enter item here				-
Enter item here				-
Enter item here				-
Enter item here				-
	Total Supplies			401.40

Cost Share
Federal Request **401.40**

CONTRACTUAL	Purpose	Rate	Freq/hours	
Westlaw	Legal Research	6500	0.223	869.70
Language Services	Interpretation (ASL, CART, language)	5000	0.223	669.00

Automon	Legal Case Management Database	5000	0.223	669.00
NDRN	Technical Assistance/Membership Dues	2845	1	2,845.00
<i>Total Contractual</i>				5,052.70
Cost Share				
Federal Request				5,052.70
OTHER				
		Unit Cost	Quantity	
Rent	\$	57,500.00	0.223	7,693.50
IOT (technology)	\$	35,000.00	0.223	4,683.00
Human Resources	\$	10,000.00	0.223	1,338.00
SBA (Accounting)	\$	10,000.00	0.223	1,338.00
Phone Services	\$	10,000.00	0.223	1,338.00
Postage/Mailing Services	\$	2,000.00	0.223	267.60
Litigation Expenses	\$	5,000.00	0.223	669.00
Staff/Council Training	\$	1,000.00	0.223	133.80
Website/Communication	\$	20,000.00	0.223	2,676.00
Online Meeting Software	\$	500.00	0.223	66.90
Storage	\$	600.00	0.223	80.28
Security System	\$	1,200.00	0.223	160.54
Printing	\$	3,000.00	0.223	403.13
Description				-
Description				-
<i>Total Other</i>				20,847.75
Cost Share				
Federal Request				20,847.75

SUMMARY			
TOTAL SALARIES AND WAGES			168,939.49
TOTAL FRINGE			84,769.21
TOTAL TRAVEL			3,907.20
TOTAL EQUIPMENT			669.00
TOTAL SUPPLIES			401.40
TOTAL CONTRACTUAL			5,052.70
OTHER			20,847.75
Total Federal			284,586.75
Total Non-Federal			-
Total Indirect	Enter percentage -->	0	-
TOTAL AWARD			284,586.75

|

|

PAIMI 2023 Budget Analysis Spreadsheet

Indiana Disability Rights

Personnel Breakdown

NAME	Position	Annual Salary	%time
Melissa Keyes	Executive Director	115,347.23	21%
Thomas Crishon	Legal Director	104,482.38	21%
Emily Munson	Attorney Manager	93,002.00	21%
Mary Alter	Advocacy Specialist	56,380.36	21%
Scarlett Taylor	Operations Director	103,457.46	21%
Bonnie Bomer	Advocacy Specialist	56,417.45	5%
Zaida Maldonado-Prather	Attorney	85,020.00	5%
Shari Stites	Advocacy Specialist	54,233.34	5%
Daniel Ward	Intake Manager	61,665.01	21%
Anthony Liggins	Accountant	50,178.25	21%
Diane Morris	Administrative Assistant	45,226.41	21%
Kristin Dulaney	Advocacy Specialist/Paralegal	55,141.70	21%
Sarah Frantz	Accountant	60,363.54	21%
Samuel Adams	Attorney	91,000.02	21%
Justin Schrock	Attorney	85,020.00	21%
Carmen Ledezma	Paralegal/Advocate	53,727.16	21%
Gary Kloczkowski	Advocacy Specialist	50,345.39	21%
Natasha Henry	Advocacy Specialist	55,867.79	21%
Michelle Reynolds	Advocacy Specialist	54,511.28	21%
Christian Ewoldt	Advocacy Specialist	51,937.59	21%
Tina Frayer	Investigations Coordinator	62,056.55	21%
James Hutton	Attorney	85,020.00	21%
Natasha Crespo	Attorney	69,493.71	5%
Bryan Gogg	Attorney	67,314.00	21%

TOTAL SALARIES AND WAGES

Cost Share
Federal Request

TOTAL FRINGE BENEFITS		Enter percentage →	49.89%
Medical/Dental	\$485,840	0.21	
Retirement	\$335,000.00	0.21	

Cost Share
Federal Request

CATEGORICAL BREAKOUTS

TRAVEL	Unit Cost	#trips/nights	FTE
Travel Event - Accessible			
Wheelchair Transportation \$	210.00	0	0
Special Transport Fee \$	52.00	0	0
Pickup Fee \$	148.00	0	0
Driver Wait Time \$	40.00	0	0

Per Diem	\$	16.00	0	0
----------	----	-------	---	---

Subtotal

Travel Event - Out of State

Airfare	\$	800.00	1	0.21
Lodging	\$	975.00	3	0.21
Parking	\$	40.00	1	0.21
Per diem	\$	32.00	3	0.21
Meals				
Mileage				

Subtotal

Mileage (trips = miles)	\$	0.58	1590	5
Rental Car	\$	31.28	5	5

Total Travel

Cost Share
Federal Request

EQUIPMENT	Location/description/purpose	Unit Cost	#
Copiers	Central Office copier rentals	\$ 2,834.75	0.21
Printers	Field staff printers/scanners	\$ 287.08	0.04
Description			

Total Equipment

Cost Share
Federal Request

SUPPLIES	Description/Purpose (if applicable)	Cost	#
Office Supplies	General office supplies	\$ 2,274.00	0.21
Enter item here			
Enter item here			
Enter item here			
Enter item here			
Enter item here			

Total Supplies

Cost Share
Federal Request

CONTRACTUAL	Purpose	Rate	Freq/hours
Westlaw	Legal Research	14216	0.21
Language Services	Interpretation (ASL, CART, language)	4823.31	0.13
Automon	Legal Case Management Database	12849.64	0.21
NDRN	Technical Assistance/Membership Dues	2577.93	1

Total Contractual

Cost Share
Federal Request

OTHER	Unit Cost	Quantity
Rent	\$ 125,343.00	0.21
IOT (technology)	\$ 84,522.67	0.21
Human Resources	\$ 14,388.18	0.21
SBA (Accounting)	\$ 24,619.82	0.21
Postage/Mailing Services	\$ 3,645.22	0.21
Litigation Expenses	\$ 127.51	1
Staff/Council Training	\$ 2,940.00	0.21
Website/Communication	\$ 1,300.00	0.21
Online Meeting Software	\$ 3,576.00	0.21
Storage	\$ 2,925.00	0.21
Security System	\$ 7,547.15	0.21
Printing	\$ 2,517.00	0.21
Phone Services	\$ 10,935.00	0.21
<i>Total Other</i>		
Cost Share		
Federal Request		

SUMMARY		
TOTAL SALARIES AND WAGES		
TOTAL FRINGE		
TOTAL TRAVEL		
TOTAL EQUIPMENT		
TOTAL SUPPLIES		
TOTAL CONTRACTUAL		
OTHER		
Total Federal		
Total Non-Federal		
Total Indirect	Enter percentage -->	0
TOTAL FFY 2023 Funds Expended		

TOTAL SPENT ON PAIMI in FFY 2023

RESOURCES

FFY 2022 Carryover

FFY 2023 PAIMI Funding Allocated

FFY 2023 PAIMI Program Income (Additive)

TOTAL RESOURCES AVAILABLE

Total Expenses

Amt. to carryover to FFY 2024

-
-
-
168.00
614.25
8.40
20.16
-
-
810.81
4,611.00
782.00
6,203.81
6,203.81
595.30
11.48
-
606.78
606.78
477.54
-
-
-
-
-
-
-
477.54
477.54
2,985.36
627.03
2,698.23
2,577.93
8,888.55
8,888.55

26,322.03	
17,749.76	
3,021.52	
5,170.00	
765.50	
127.51	
617.40	Training and Technical Assistance on Budget Form
273.00	
750.96	
614.25	
1,584.90	
528.57	
2,296.35	
-	
59,821.75	
59,821.75	

FFY 2023	FFY 2022 Carryover
307,687.49	168939.49
172,376.40	84769.21
6,203.81	3907.2
606.78	669
477.54	401.4
8,888.55	5052.7
59,821.75	20847.75
556,062.32	284586.75
-	
-	
556,062.32	840649.07
840,649.07	

284,586.75
 647,370.00
 4,250.00
936,206.75
 (- 840649.07)
 95,557.68

G. PAIMI Budget - Actual

PAIMI Expenditures and Revenues

PAIMI Expenditures	
1. Does your P&A have an approved Federal indirect cost rate? If yes, what is the approved rate?	Yes No 0.05% %
2. Total indirect costs	\$0
3. Total of all PAIMI program costs listed in I - VIII in the Budget	\$556,062
Total	\$556,062

Income sources and other resources (PAIMI program only)	
1. PAIMI program carryover of grant funds identified by FY.	
Enter the last two digits of the Fiscal Year	FY 2022
	\$284,586
2. Program income (PAIMI only)	\$4,250
3. State	\$0
4. Other funding sources [identify each source]	
Total of all PAIMI Program resources.	\$288,836

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

See attached excel file in budget section.
Total spent on PAIMI in FFY 2023 = \$840,649.07 (\$284,586.75 spent from FFY2022 carryover; \$4,250 from FFY 2023 program income received (additive); and \$551,812.32 from FFY2023 allocated funds). See spreadsheet for details. IDR's PAIMI program will carryover \$95,557.68 into the FFY 2024 program year.

H. Statement of Priorities & Objectives

PAIMI Program Statement of Priorities and Objectives - Report

The PAIMI Program Statement of Priorities and Objectives (SPOs) **must be specific** to individuals with significant mental illness (adults) and/or significant emotional impairment (children/youth), as determined by a mental health professional qualified under the laws and regulations of the state in accordance with 42 U.S.C.A. § 10802(4) (A). The SPOs in the PPR **must match** the same format and order approved in the FY 2023 PAIMI Application.

Priority/Goal Description: Prevent, find, and stop abuse, neglect, and exploitation in facilities for PAIMI eligible individuals.

Objective: Conduct systemic investigations for PAIMI eligible individuals at private secured facilities and psychiatric rehabilitation treatment facilities.

Strategies Used:

Target Measures

Target Population:	PAIMI eligible individuals residing in a private secure facility/psychiatric rehabilitation treatment facility.
Expected Target:	2
Expected Outcome:	2
Actual Outcome:	100
Achieved: 	Not Achieved: 

Reason why priority/goal was not achieved or was partially achieved:

Results narratives of P&A activities and accomplishments related to above priority:

IDR PAIMI staff continued their series of Know Your Rights presentations. Following the presentations, IDR PAIMI staff met 1:1 with residents who wished to learn more or share concerns. Additionally, IDR created, printed, and shared the Know Your Rights plain language coloring book which is detailed previously in this report.

Objective: Investigate for PAIMI eligible individuals suspected abuse, neglect, or exploitation in facilities or by a service provider.

Strategies Used:

Target Measures

Target Population:	PAIMI eligible individual in facilities or served by a provider in the community.
Expected Target:	15
Expected Outcome:	15
Actual Outcome:	17
Achieved: 	Not Achieved: 

Reason why priority/goal was not achieved or was partially achieved:

Results narratives of P&A activities and accomplishments related to above priority:

IDR continued monitoring IDR began the year by monitoring a comprehensive rehabilitative management needs facility (CRMNF). Due to significant issues, the facility was decertified by the end of FY 2023. IDR assisted in ensuring residents were safely and appropriately discharged. IDR also conducted 7 PAIMI investigations in FY 2023.

Objective: Monitor facilities for PAIMI eligible individuals to ensure rights are being protected.

Strategies Used:**Target Measures**

Target Population:	PAIMI eligible individuals residing at facilities or living in a provider owned or controlled setting.
Expected Target:	20
Expected Outcome:	20
Actual Outcome:	100
Achieved:	☒ Not Achieved: ☐

Reason why priority/goal was not achieved or was partially achieved:**Results narratives of P&A activities and accomplishments related to above priority:**

One of IDR's monitors has a standing invitation to present at the new employee orientation for one of Indiana's state-operated psychiatric hospitals. Additionally, IDR conducted over 100 monitoring visits to mental health facilities in Indiana in FY 2023. This resulted in stories such as:

During a monitoring visit at a state psychiatric facility, IDR discovered that two residents were experiencing delays in receiving their annual commitment hearings. IDR confirmed the facility had filed the hearing request then contacted the court and learned there was a system glitch preventing the judge for both cases from receiving the filing. Moving forward, the facility will file all commitment hearings with that court in paper form to avoid delays.

Other qualitative narrative related to above priority (significant activity for which there were no quantifiable results go here):

Following allegations that had an informal, unwritten policy prohibiting patients from purchasing more than 4 personal items per month with their own money, IDR opened a case. IDR confirmed the policy and MSH agreed that purchase restrictions will be done on an individual basis when clinically appropriate and justified and in such all such cases, the restriction and reason for it will be noted in the patient's treatment plan.

Priority/Goal Description: Breaking down barriers to ensure rights are respected and supports are available for PAIMI-eligible persons to participate in an equitable and inclusive society.

Objective: Provide individual legal advocacy to ensure the protection of rights for individuals with mental illness.

Strategies Used:**Target Measures**

Target Population:	PAIMI eligible individuals experiencing rights violations in institutions, community-based services, housing, employment, or schools.
Expected Target:	15
Expected Outcome:	15
Actual Outcome:	76
Achieved:	☒ Not Achieved: ☐

Reason why priority/goal was not achieved or was partially achieved:**Results narratives of P&A activities and accomplishments related to above priority:**

IDR assisted "Dina," a woman with borderline personality disorder, with two cases involving denial of service from a business due to her service animal. In both cases, IDR confirmed the businesses had an appropriate service animal policy in place and provided education on the rights of people using service animals.

Priority/Goal Empower persons with mental illness by serving as a partner in rights issues and supporting self-advocates and disability-led

Description: organizations.

Objective: Provide easily accessible and equitable paths for PAIMI-eligible people to connect with IDR for advocacy needs, find information, referrals, and resources.

Strategies Used:

Target Measures

Target Population:	PAIMI eligible individuals serving as self-advocates
Expected Target:	1
Expected Outcome:	1
Actual Outcome:	1
Achieved: 	Not Achieved: 

Reason why priority/goal was not achieved or was partially achieved:

Results narratives of P&A activities and accomplishments related to above priority:

IDR provided rights-based information to peer led groups serving people with serious mental illness about their rights to treatment.

Objective: Advocate for the inclusion of people with mental illness, including those from marginalized communities, to be meaningfully included in policy workgroups at the agency and state level.

Strategies Used:

Target Measures

Target Population:	PAIMI-eligible people living with mental illness.
Expected Target:	1
Expected Outcome:	1
Actual Outcome:	3
Achieved: 	Not Achieved: 

Reason why priority/goal was not achieved or was partially achieved:

Results narratives of P&A activities and accomplishments related to above priority:

IDR submitted written testimony and testified regarding HB 1006 involving changes to Indiana's emergency detention process. Additionally, IDR submitted written testimony regarding HB 1172, which would have required children to be given counsel in Children in Need of Service legal proceedings. IDR's testimony was provided to the House Judiciary Committee. Finally, IDR submitted written testimony about SB 1, a bill about mental health matters including the Behavioral Health Commission, to members of the Senate Committee on Health and Provider Services.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

Advisory Council Report

Advisory Council Report

Advisory Council Report (ACR)

The Advisory Council Report (ACR) section of the annual PAIMI Program Performance Report, to the Secretary of the U.S. Department of Health and Human Services, **is due by January 1**. The ACR is mandated under the PAIMI Act at 42 U.S.C. 10805 (a) (7). The ACR is the PAIMI Advisory's Council's (PAC) **independent assessment** of their protection and advocacy system's for the previous fiscal year. **The ACR must be prepared by the PAC and signed and dated by the PAC Chairperson.**

Please use the box below to indicate areas of technical assistance needed related to this section.
Diversity, equity, and inclusion and intersectionality with people with serious mental illness.

0930-0169 Approved: 07/27/2023 Expires: 07/31/2026

Footnotes:

**The ADVISORY COUNCIL REPORT (ACR) Section of the
ANNUAL PAIMI PROGRAM PERFORMANCE REPORT (PPR)**

STATE	INDIANA	FISCAL YEAR 2023
-------	---------	------------------

The Advisory Council Report (ACR) section of the annual PAIMI Program Performance Report, to the Secretary of the U.S. Department of Health and Human Services, **is due by January 1**. The ACR is mandated under the PAIMI Act at 42 U.S.C. 10805 (a) (7). The ACR is the PAIMI Advisory's Council's (PAC) **independent assessment** of their protection and advocacy system's for the previous fiscal year. **The ACR must be prepared by the PAC and signed and dated by the PAC Chairperson.**

For ACR assistance, please contact the PAIMI Program Officer

Please read and follow the instructions in each section and use the attached glossary in to complete the form.

Public reporting burden for the ACR section of the annual PAIMI PPR is estimated to average 10 hours per response. This includes the time needed to review the instructions, to search existing data sources, to gather the data needed, and to complete and review the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to SAMHSA Reports Clearance Officer; Paperwork Reduction Project (0930-0169); CBHSQ, Room 15E21B; 5600 Fishers Lane, Rockville, MD 20857. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this project is (0930-0169).

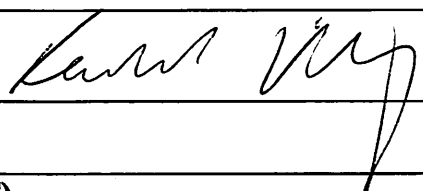
The ACR Section of the ANNUAL PAIMI PPR

TABLE of CONTENTS

SECTION	TITLE	PAGE
A.	GENERAL INFORMATION	2
B.	PAIMI ADVISORY COUNCIL (PAC) MEMBERSHIP	2
C.	PAC ETHNICITY/DIVERSITY	3
D.	SEX	4
E.	GOVERNING BOARD INFORMATION	4
F.	PAC ACTIVITIES	5
G.	PAC ASSESSMENT OF PAIMI PROGRAM OPERATIONS	9
H.	GRIEVANCE PROCEDURES	10
	GLOSSARY	12

The ACR Section of the Annual PAIMI PPR

SECTION A. GENERAL INFORMATION

Fiscal Year:	2023
State:	Indiana
Name of P&A system:	Indiana Disability Rights
PAC Report Prepared By: Provide the name [Print First, Middle and Last Name] Title of the preparer: Phone Number:	Rachel Vilensky Mental Health Advisory Council Chair 317-722-5555
Name of PAC Chair: [Print First, Middle and Last Name] Provide updated contact information if the PAC Chair is different than the person listed on the most recent PAIMI Application.	Rachel Anne Vilensky
Telephone Number:	317-722-5555
E- Mail Address:	Rachel@ChildAdvocates.net
Date Submitted:	November 21, 2023
By signing this document, the Chair certifies that this report reflects the consensus of the PAC members.	

SECTION B. The PAIMI ADVISORY COUNCIL (PAC)

*Under Primary ID, select <i>ONLY ONE</i> (1) primary identity for each PAC member position [B.1.b. - B.1.h.] that is mandated per the PAIMI Act & Rules).	Primary Identification
B.1.a. The TOTAL number of seats on the PAC.	Total
B.1.b. Individuals who are recipients/former recipients (R/FR) of mental health services.	4
B.1.c. Family members of individuals who are recipients/former recipients (R/FR) of mental health services.	1
At least one (1) PAC member shall be a B.1.d.	
B.1.d. Family members of a minor child or youth (under 18 years old) who has received or is receiving mental health services.	1
B.1.e. Mental health service providers.	
B.1.f. Mental health professionals:	

B.1.f.1. Social Workers					
B.1.f.2. Psychologists					
B.1.f.3. Psychiatric Nurses					
B.1.f.4. Psychiatrists					
B.1.f.5. Psychiatric Nurse Practitioners	1				
B.1.f.6. Peer Support Specialists					
B.1.g. Attorneys.	1				
B.1.h. Individuals from the public knowledgeable about mental illness.	1				
B.1.i. Others (please identify by position held).					
B.1.j. Vacancies as of 9/30. [identify each vacant position & the date it was vacated].	1; vacated in 8/2023				
B.1.k. TOTAL number of PAC members serving on 9/30.	Total 9				
B.1.l. Number of PAC members who are either R/FR of MH services or family members of these individuals (count each PAC member only once).	8				
B.1.m. Percentage of PAC members who are either R/FR of MH services or family members of these individuals [B.1. k. divided by B.1.l.]	89%				
B. 2. REPRESENTATION OF THE PAC CHAIRPERSON					
B.2. Is the PAC Chair an individual who has received or is receiving mental health services, or a family member of an individual who has received or is receiving mental health services?	<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>X</td> <td></td> </tr> </table>	Yes	No	X	
Yes	No				
X					
B. 3. PAC TERMS of Appointment					
B.3.a. Term of Appointment (number of years)	4				
B.3.b. Maximum Number of Terms a Member May Serve	1				
B.3.c. Frequency of Meetings	4/year				
B.3.d. Number of Meetings Held in the FY [3 is the mandated minimum].	4				
B.3. e. Number (%Average) of PAC members present at Meeting.	78%				
SECTION C. PAC ETHNICITY & RACIAL DIVERSITY					
Please refer to the GLOSSARY for definitions. The following information is self-reported or self-identified and uses two separate questions. The data on race and ethnicity are collected SEPARATELY; provision shall be made to report the number of respondents in each category who are Hispanic or Latino. Collection of greater detail is encouraged; however, any collection that uses more detail shall be organized in such a way, that the additional information can be aggregated into these minimum categories for data on race and ethnicity.					
C. A. ETHNICITY	Number of PAC Members				
C. A. 1. Hispanic or Latino	0				
C. A. 2. Not of Hispanic Origin	9				
(add C.A.1 & C.A.2., the total should be the same as the one listed in B.1.k. (members serving as of 9/30).	Total 9				
C. B. RACE					
C. B. 1. American Indian or Alaska Native	0				
C. B. 2. Asian	0				

C. B. 3. Black or African American	1
C. B. 4. Native Hawaiian/Other Pacific Islander	0
C. B. 5. White	8
C. B. 6. Two or More Races	1
C. B. 7. = C.B.1 through C.B.6.	Total 9
Members may select as many racial identifications as they want.	
C. C.1. Total Number of PAC member vacancies on September 30.	Total PAC Vacancies
	1

SECTION D. Sex of PAC Members	
D.1 MALE 1	D.2 FEMALE 7
D.3. UNKNOWN/WOULD NOT DISCLOSE	
D.3. TOTAL 9	

SECTION E. GOVERNING BOARD INFORMATION		
E. 1. FOR STATE-OPERATED P&A SYSTEMS ONLY:		
E.1.a. Is this a State-operated P&A system?	Yes X	No
E.1.b. Does this State-operated system have a Governing Board/Authority authorized by State statute? If the answer is NO, proceed to Section F.	Yes X	No
E.1.c. If the answer to item E.1.b. is YES, does the PAC Chair sit on the Governing Board/Authority as a full voting member?	Yes X	No
E.1.d. If the answer to item E.1.c. is no, briefly explain (e.g., State statute determines Governing Board/Authority composition, etc.).		
E.2. For PRIVATE, Not-for Profit P&A SYSTEMS only		
E. 2.a. Does the P&A system have a multi-member Governing Board?	Yes	No
If you answered YES to E.2.a., please answer the questions E.2.b. 1. - 3.		
E.2.b.1. Number of Governing Board members.	Total	
E.2.b.2. Is the PAC Chair a full voting member of the Governing Board?	Yes	No
E.2.b.3. If you answered No to E.2.b.2., then explain why the PAC Chair is not a full voting member of the Governing Board as mandated by the PAIMI Rules at 42 CFR 51.22(b)(3).		
E.2.b.4. Do any other PAC members hold seats on the Governing Board? Yes, how many seats? ____	If Yes	No

SECTION F. PAC ACTIVITIES [See, PAIMI Act - 42 U.S.C. 10805(7)]		
F.1. Are P&A program staff invited to attend PAC meetings?	Yes X	No
F.1.a. Did any of the invited program staff attend?	Yes X	No
F.2.a. If the answer to F.1. is Yes, please identify the positions of staff (e.g., PAIMI Coordinator, Mental health advocate, etc.) usually invited to attend. Executive Director, Legal Director, Operations Director, Administrative Assistant, Special Projects Manager, other advocacy staff as interested to share about various projects.		
F.2.b. If the answer to F.1.a. is Yes, please identify the positions of the program staff in attendance (e.g., one advocate, one attorney) and their role at the meetings, e.g., information sharing, etc. Executive Director (information sharing), Legal Director (information sharing), Operations Director (information sharing), Administrative Assistant (assistance with meeting minutes), Special Projects Manager (take notes for priorities and objective development), attorneys and advocates to share about current projects.		
F.2.c. If the answer to F.1. is No, you <i>MAY</i> provide a brief explanation. 		
F. 3. a. Were governing board members, excluding the PAC Chair, invited to PAC meetings?	Yes X	No
F.3.b. If you answered Yes to F.3.a., which governing board members were invited, for what purpose (e.g., informational, etc.) and did they attend? All members of the board have a standing invitation to attend; the meeting is open to the public. None have attended.		
F.3.c. Did any of the invited governing board members attend?	Yes	No X
F.4. Did the PAC work jointly with the governing board to develop the annual PAIMI priorities? [42 CFR 51.23(a) (2)].	Yes X	No*
F.4.a. If Yes, briefly describe these joint activities. The PAC assisted in the development of the priorities and objectives through a thorough process involving reviewing information obtained by IDR through monitoring at mental health institutions, online surveys, and small group targeted discussions with members of the mental health community to develop the priorities and objectives for PAIMI work. The PAC reviewed the priorities and objectives in conjunction with the overall agency priorities drafted by the Governing Board. The PAC voted to accept the overall agency priorities which were inclusive of PAC priorities. The PAC Chair provided feedback and guidance to the Governing Board.		

SECTION F. PAC ACTIVITIES [See, PAIMI Act - 42 U.S.C. 10805(7)]
F.4. b. If No, PAC's affiliated with private, non-profit P&A systems must provide a brief explanation.
F.5. Did PAC members attend any in-state or out-of-state trainings or educational presentations related to PAIMI Program activities? [42 CFR 51.27 - payments for PAC and Governing board/authority members by a State P&A system are optional].

F.5.a. In-State Trainings/Educational Activities.		Yes X	No
If Yes, list each activity by number and provide a brief description of PAC involvement, e.g., Activity 1 – Attendance at IDR Board Training			
F.5.b. Out-of-State Trainings/Educational Activities.		Yes X	No
If yes, list each activity by number and provide a brief description of PAC involvement, e.g., Activity 1 – Attendance at NDRN virtual annual conference.			
F.6. Does the P&A system have established written policies and procedures for reimbursing PAC members for expenses that takes into account the needs of the individual council members, available resources and applicable restrictions on use of grant funds, including the restrictions cited in and the restrictions in 51.31(e) and 51.6(e)? [See, 42 CFR 51.23 (d) (1)].			
F.6.a.1. Yes X		F.6.a.2. No*	F.6.a.3. Don't Know.*
F.6.b. Brief explanation needed for F.6.a.2. or F.6.a.3. responses].			

SECTION F. PAC ACTIVITIES [See, PAIMI Act - 42 U.S.C. 10805(7)]				
F.7. If the answer to F.6. was Yes, were PAC members reimbursed for expenses incurred for PAIMI Program related activities, consistent with the P&A system's policies and procedures.				
F.7.a.	1. Yes X	2. No*	3. Don't Know*	
F.7.b. *Brief explanation required for either F.7.a. 2. No or F.7.a. 3. Don't Know responses.				
F. 8. REIMBURSEMENT OF EXPENSES – If PAC member expenses were reimbursed, please complete the following chart. [42 CFR 51.23(d) (1)]. Under the Activity column, list the activity by the number used in above F.5.a. – In-State or F.5.b. – Out-of-State. Example: F.5.b. Out-of-State activity # 1, – 5 PAC members attended the NDRN annual meeting, 2 members reimbursed by the P&A; 2 self-paid, 1 NDRN scholarship.				
a. ACTIVITY	b. # ATTENDING	c. P&A	d. SELF	e. OTHER

SECTION F. PAC ACTIVITIES [See PAIMI Act at 10805(7)]

F.9. Did the P&A system provide the PAC with reports, materials, & fiscal data to enable review of the following: [42 CFR 51.23(c)].

F.9.a. Existing program policies, priorities, and performance outcomes.

Yes

No*

X

F.9.b. If Yes, were the submissions (of P&A system documents referenced in F.9.a.) made at least annually and (shall) report expenditures for the past two (2) FISCAL YEARS?

Yes

No*

X

*F.9.c. If the answer to F.9. a. or F.9.b. is 'No', a brief explanation is required.

F.9.d. If you answered Yes in F.9.a., did the P&A system documents referenced also *INCLUDE THE PROJECTED EXPENSES FOR THE NEXT FISCAL YEAR (FY) IDENTIFIED BY BUDGET CATEGORY*, e.g. salary & wages, contracts for services, administrative expenses, including, the amount allotted for training of the PAC, the governing board and staff?

Yes

No*

X

F.9.d.1. If No*, a brief explanation is required].

SECTION F. PAC ACTIVITIES [See, PAIMI Act at 10805(7)]

F.9.e. The PAIMI Rules mandate that members of the public shall be given an opportunity, on an annual basis, to comment on the priorities established by and the activities of the P&A system. Procedures for public comment must provide for notice in a format accessible to individuals with mental illness, including such individuals who are in residential facilities, to family members and representatives of such individuals with disabilities. [42 CFR at 51.24(b)].

F.9.e. Does the P&A have procedures established for public comment?

F.9.e. 1. Yes X

F.9.e. 2. No*

F.9.e.3. Don't Know*

F.9.e.4. *Brief explanation required for F.9.e.2. No or F.9.e.3. Don't know responses.

F.9.f. Was the PAC provided a copy of these procedures?

F.9.f.1. Yes X

F.9.f.2. No*

F.9.f.3. Don't Know*

F.9.f.4. *Brief explanation required for F.9.f.2. No or F.9.f.3. Don't know responses.

SECTION F. PAC ACTIVITIES [See, PAIMI Act at 10805(7)]		
F.9.g. The PAIMI Rules, at 42 CFR 51. 24(b), mandate that the public shall be given an opportunity, on an annual basis, to comment on the priorities established by and the activities of the P&A system. <i>WAS THE PUBLIC PROVIDED AN OPPORTUNITY FOR PUBLIC COMMENT?</i>		
F.9.g. 1. Yes# 3	F.9.g. 2. No*	F.9.g.3. Don't Know*
F.9.g 4. #If the answer to F.9.g.1. is Yes, briefly describe activities the P&A system used to obtain public comment. Priorities and objectives were posted for 60 days electronically and several mediums for submitting comment were provided. Comments were sought from online survey, written comments, through monitors in-person at mental health institutions, via focused discussion groups, or attending the Commission or PAC May and August public meeting to provide synchronous public comment.		
F.9.g. 5. *If the answer to F.9.g.2. is NO, explain why public comment was not obtained.		
F.9.g. 6. *If the answer to F.9.g.3. is DON'T KNOW, please explain (e.g., PAC needs training, etc.)		
F.10. COMPLETION OF THIS SECTION (F.10 a. –e.) IS OPTIONAL. However, if you choose to respond, please describe in the spaces below any other PAC activities, <i>other than</i> mandated PAC membership meetings.		
F.10.a. Briefly describe, governing board or PAC committee work.		
F.10.b. Briefly describe any training or educational presentations to either constituency groups or the general public.		

SECTION F. PAC ACTIVITIES [See, PAIMI Act – 42 U.S.C.10805(7)]
F.10.d. Briefly describe any special projects (e.g., institutional monitoring).
F.10.e. Briefly describe any other activities, e.g., fund raising, public relations, etc.

SECTION G. PAC ASSESSMENT OF PAIMI PROGRAM OPERATIONS

G.1. Please provide a NARRATIVE SUMMARY of the PAC'S ASSESSMENT of the PAIMI priorities (goals) and objectives included in the PPR for this Fiscal Year.

Include in the narrative an assessment of the following items:

G.1.a. The PAIMI Priorities (Goals) and Objectives selected.

G.1.b. The activities conducted towards achieving these priorities (goals) and objectives.

G.1.c. The outcomes.

G.1.d. Examples of individual or systemic cases, applicable legislative activities, and participation in State mental health planning activities.

G.1.e. Any recommendations regarding future priorities (goals) and objectives.

The Mental Health Advisory Council (MHAC, PAC) is grateful to IDR staff for their continued focus on children, youth, and adults in mental health institutions to ensure their rights are protected. Given the examples below, the PAC believes IDR is effectively working toward the priorities and objectives.

Examples

IDR created a "Know Your Rights" plain language coloring book and distributed them to youth living in mental health institutions and presented rights information. After one presentation, IDR was on a unit and a resident, who is 12, reported the facility refused to allow her to access her personal books (young adult novels) unless she is on full privilege level. She flipped to the page about her right to have her personal belongings, then proclaimed that the facility was violating her rights by restricting her access to her books. IDR discussed her options with her, and she requested assistance with filing a grievance, which was provided to her. She completed the form and cited the Indiana Code for that specific right, which she obtained from the list in the back of the coloring book.

Following allegations that had an informal, unwritten policy prohibiting patients from purchasing more than 4 personal items per month with their own money, IDR opened a case. IDR confirmed the policy and MSH agreed that purchase restrictions will be done on an individual basis when clinically appropriate and justified and in such all such cases, the restriction and reason for it will be noted in the patient's treatment plan.

Kindergartener "Jason" was suspended 8 times this school year due to behaviors related to his mood disorder. IDR successfully advocated for Jason to return to full-time school with a behavior plan and more appropriate services.

After "Henry" passed away in a state-operated mental health inpatient facility, a nurse contacted IDR with concerns about how staff handled his death. IDR investigated and determined that, among other issues, staff failed to follow facility policy and develop and implement an individual plans of care after Henry was diagnosed with aspiration pneumonia and COVID-19. IDR substantiated the allegation and recommended a letter be sent to the facility notifying it of IDR's findings.

After "Deidra's" emotional support animal allegedly bit a maintenance person while in her apartment, her landlord required her to remove the dog from the property. Deidra is a person with anxiety disorder. She contacted IDR who negotiated with the landlord for the dog's return as long as it was kept in a crate or behind a closed door when personnel were in the apartment. The landlord also agreed to try to give at least two hours' notice prior to entering her apartment.

SECTION G. PAC ASSESSMENT OF PAIMI PROGRAM OPERATIONS

G.2. OTHER COMMENTS CONCERNING PAIMI SYSTEM OPERATIONS:

Briefly describe any special initiatives, problem solving techniques, or innovative practices that may help other State P&A systems.

IDR did a great job of establishing and exceeding diversity and inclusion goals in its priorities and objectives setting process. Targeted discussion groups seemed to be the most effective way to gather feedback from diverse voices.

G.3. Please list any training & technical assistance needs identified by the PAC.

Diversity, equity and inclusion and intersectionality with people with serious mental illness.

SECTION H. GRIEVANCE PROCEDURES [42 CFR Section 51.25]

Pursuant to the PAIMI Rules at 42 CFR 51.25, the P&A systems shall establish procedures to address grievances from: individuals at 42 CFR 51.25(a)(1) – clients or prospective clients . . . ; and systemic complaints at 42 CFR 51.25(a)(2) – individuals who have received or are receiving mental health services in the state, family members or representatives of such individuals

H.1. Is the PAC aware of and knowledgeable of the above referenced policies and procedures?	Yes X	No*
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H.1.a. If you answered No to H.1. provide a brief explanation.

H.2. The number of grievances filed by PAIMI-eligible clients, including representatives or family-members of such individuals receiving services during this fiscal year.	Total 1
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H.3. The number of grievances filed by prospective PAIMI-eligible clients (those who were not served due to limited PAIMI Program resources or because of non-priority issues).	Total 1
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H.4. Add H.2 & H.3 [42 CFR Section 51.25(a)(1),(2)]	Total 2
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H.5. The Number of Grievances Appealed to:

H.5. a. The Governing Board (the PAC Chair of a private, non-profit P&A system should have this information).	Total 0
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H.5.b. The Executive Director	Total 2
H.5 c. The number of Grievances appealed [H.5.a. + H.5.B = H.5.c.].	Total 0
H.6. The number of reports sent to the Governing Board AND the PAC (<i>at least one annually</i>) that describe the grievances received, processed, and resolved.	Total 1

SECTION H. GRIEVANCE PROCEDURES [42 CFR Section 51.25]		
H.7. Please identify all individuals, by name & title, responsible for P&A system grievance reviews. Melissa Keyes, Executive Director Amber O'Haver, IPAS Commission Chair (Board Chair)		
H.8. What is the timetable (in days) used to ensure prompt notification of the grievance procedure process to clients, prospective clients or persons denied representation, and ensure prompt resolution. [42 CFR 51.25(B)(4)]	Days	5
H.9. Were written responses sent to all grievants?	Yes X	No*
H.9.a. *If you answered No, to H.9, briefly explain.		
H.10. Was client confidentiality protected? _____. If not, explain below. [42 CFR 51.25(B)(6)]	Yes X	No*
H.10.a. *If you answered No, to H.10, briefly explain.	Yes	No*

GLOSSARY

Closed Case - is when the advocate/attorney closes the client record or case file after providing advocacy interventions on behalf of a client, and determining that the client either has no need of further intervention services or that the agency has no other services available to address the issue(s) or complaint(s) for which the case was initially opened.

Grievance Procedures - are policies and procedures developed by the P&A system to ensure that its clients and prospective PAIMI-eligible clients, their family members, or representatives have full access to the system services and that the system is fully compliant with the provisions of the PAIMI Act and Rules.

Information and Referral (I&R) Services - is the provision of brief written or oral information, such as generic information about the P&A, including information about additional programs and resources external to the P&A that relate to the individual's service needs and statutory or constitutional rights as a person with a disability. I &R services are generally of short duration, typically range from a few minutes to an hour, do not involve direct advocacy intervention by staff, and any type of staff follow-up. I&R services may include mailing generic agency information. Individuals receiving I &R services are not counted as PAIMI clients.

Intervention Strategies:

Abuse/Neglect Investigations - a systemic and thorough examination of information, records, evidence and circumstances surrounding an allegation of abuse and neglect. Investigations are undertaken to determine if there is a basis for administrative or legal action on behalf of the client. Investigations require a significant allocation of time to interview witnesses, gather factual information, and to issue a written report of findings.

Administrative Remedies - includes the use of any systems for appeal within an agency or facility, or between agencies, which does not involve adjudication by a court of law.

Legal Remedies - the legal representation of clients in litigation in court processes concerned with rights, grievances, or appeals of such rights or grievances.

Legislative/Regulatory Advocacy - activities involve monitoring, evaluating, and commenting upon the development and implementation of Federal, State, and local laws, regulations, plans, budgets, taxes and other actions which may affect individuals with mental illness. [The PAIMI Rules at 42 FCR at 51.24 mandates that legislative activities shall also be addressed in the development of program priorities].

Negotiation/Mediation - is an informal, non-legal intervention by a PAIMI representative, attorney or case manager used to resolve problems with facility staff or other agency representatives; (does not involve a formal appeal).

Objectives - are activities undertaken to achieve annual program priorities (goals). All objectives required to have measurable outcomes and the use of numerical targets is encouraged. Each objective must clearly state why the activity was undertaken, who will benefit from the objective (the target population), how the activity will be accomplished, and what is the expected outcome for the activity? Generally, with the exception of litigation, legislative or regulatory activities, objectives shall be attainable within the fiscal reporting period (within one (1) fiscal year).

Open Case - is when a PAIMI-eligible individual with a complaint is accepted as a client by the P&A system. A case record or case file is opened for that individual. System staff maintain all intervention services provided to the client and other information t are maintained in this case record/file.

Outreach - is an activity that targets information on PAIMI Program activities to specific populations (e.g., cultural, ethnic and racial minorities, and other underserved or un-served populations, etc. The activity is linked to an objective of a specific annual priority.

PAIMI Clients (for purposes of this report) - are individuals who meet the PAIMI eligibility criteria as defined in the PAIMI Act [42 U.S.C. 10802(4) and its Rules at 42 CFR 51.2 Definitions, who have a complaint, for whom demographic data is collected, and for whom the PAIMI Program, or any of its subcontractors, provides an intervention (as reported under Intervention Strategies in this form).

Priorities (Goals) - are broad general descriptions of short term activities for the P&A system to accomplish within one (1) fiscal year (FY). [The exceptions are generally regulatory, legislative, and litigation activities]. The priorities must be directly related to the purpose of the enabling Federal legislation and the requirements of the Federal-funding agency and consistent with the priorities included in the PAIMI Application for the same FY. [See PAIMI Act at 42 U.S.C. 10801, PAIMI Rules at 42 CFR 51.24 (a) – Program Priorities, and the Children’s Health Act of 2000 at 42 U.S.C. at 290ii-ii-1 and 290jj-jj-2].

Public Awareness Activities - provide general information on disability rights and the purpose and mission of the P&A system. Public awareness activities include public service announcements, newsletters, radio or television, publications in legal journals, web site services, general distribution of agency brochures, etc.

Public Education and Constituency Training - is the dissemination of information to one or more persons through an interactive event, which often promotes a greater understanding of the constitutional or statutory rights of persons with disabilities. Contrasted to Public Awareness Activities, education and training must be specifically targeted to meet the unique need of the group(s) trained.

Racial/Ethnic Background - The following minimum standards shall be used for all federal administrative reporting and grants reporting or record keeping requirements that include data on race and ethnicity [http://www.whitehouse.gov/omb/fedreg_1997standards/].

CATEGORIES AND DEFINITIONS:

Ethnicity:

Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American descent.

Not of Hispanic Origin.

Race:

American Indian or Alaska Native (include tribal affiliation for the Alaska native when possible) - A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Black or African American - A person having origins in any of the Black racial groups of Africa.

Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific islands.

White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Respondents have the option of selecting one or more racial designations.

Resolution of Complaint/Problem Area – is in a client’s favor when (1) the client is satisfied with the result of the intervention or (2) the expressed wish or stated goal of the client is either fully attained or negotiated to an agreeable outcome, or (3) the violation in the stated case complaint/problem area was remedied.

Systemic Advocacy Activities – are the efforts taken to implement changes in policies and practices of systems that impact persons with mental illness. These "systems" include, but are not limited to, State agencies, various public and private residential care and treatment facilities, and other service providers, etc. [The PAIMI Rules at 42 CFR 51.24 (a) PAIMI Priorities state that systemic activities shall be addressed in the development and implementation of program priorities].

Technical assistance - Assistance provided to family members, non-legal guardians, professionals or other advocates in consultation regarding an area of the law in which the P&A has expertise. It is considered a non-client directed activity.