

Voluntary Buyout Program
Business Justification
Department of Intellectual and Developmental Disabilities

I. Executive Summary

The mission and vision of the Department of Intellectual and Developmental Disabilities (DIDD) is to support all Tennesseans with intellectual and developmental disabilities to live fulfilling and rewarding lives; and to become the nation's most person-centered and cost effective state support system for people with intellectual and developmental disabilities.

The DIDD positions selected for the Voluntary Buyout Program were selected after a systematic review of all the Department's Programs and the positions by type assigned to each of those programs. In particular, the following factors were considered:

- The continuing need to identify areas where positions need to be upgraded so more complex job duties may be added and to identify any areas where positions can be downgraded to save budget dollars.
- The ever-changing processes which are required of the DIDD because of advancements in Information Systems delivery models and changes in rules and regulations applicable to the DIDD by the Center of Medicare and Medicaid Services and other governmental oversight bodies and agencies.
- If employees who are offered the Voluntary Buyout choose to not accept it, they will be allowed to retain their positions and continue to perform their current duties.

II. Business Justification and Assessment

The justification for the selection of positions is listed below.

- A. **Central Program Operations Support Staff**—Currently there is one ASA 2 position in this unit. Management desires to upgrade this position to a higher classification in order to assign more complex operational duties to the position.
- B. **Central Office Commissioner's Office** - Currently there is one Executive Administrative Assistant 2 in the Commissioner's Office which is no longer needed in its current classification. Management desires to reclassify this position so that it can be assigned other duties.
- C. **Central Protection from Harm Support Staff**—Currently there are two ASA 2 positions in this unit. Management desires to upgrade these two positions to a higher classification in order to assign higher level assignments to the positions.

- D. **Title VI and Hearings Office Support Staff**—Currently there is one ASA 3 assigned to this unit. The Director has determined that a secretary position is all that is needed and will downgrade this position in order to cut expenses in her budget.

- E. **Middle Tennessee Regional Office**—Currently there is one MH/IDD Standards Coordinator in this unit. Management desires to upgrade the position to one that can be assigned a broader range of duties essential to the daily operations of the Regional Office.

--Currently there is one Speech and Language Pathologist in this unit. Management desires to upgrade this position to one that is more needed in the Regional Office.

III. Estimated Net Cost Savings

DIDD does not anticipate a cost savings.