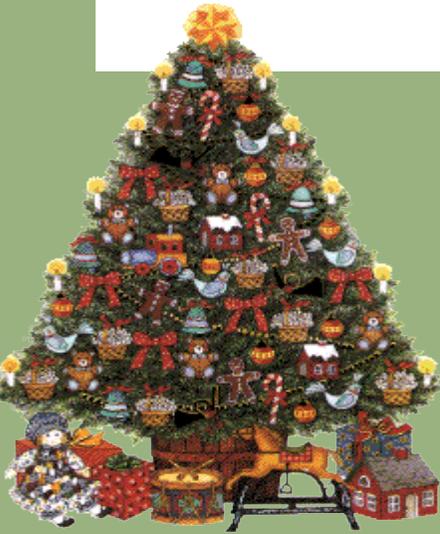


Comprehensive Services Act Newsletter

*Info for accessing resources across the public child serving agencies for at-risk youth and families
A Partnership of CSA, DAHS, DFS, CSB, JDRDC, FCPS, Families and the Private Provider Community*



December 10, 2013



Award Announcement

The Fairfax– Falls Church CPMT has been awarded a grant by the Virginia Dep. of Behavioral Health and Developmental Services for “Bringing System of Care to Scale in Virginia”. Our grant, “Nothing About Us Without Us: Empowering Families to Bring Systems of Care to Scale in Fairfax-Falls Church”, will support the establishment of an organization of families of children with behavioral health issues and empower that organization with meaningful roles, including providing parent support partners to enhance Intensive Care Coordination services.

Important FAPT Information

December FAPT Schedule

- FAPTs will only be scheduled for the first three weeks in December.
- No FAPTs are scheduled for two weeks, Monday, December 23rd – January 3rd.
- FCPS is closed during this time period and FAPT meetings are not scheduled when the schools are on holiday.
- Please submit requests for FAPT reviews in late November or early December in order to assure that your cases will be scheduled for FAPT review by December 20th.
- Emergency placements and services that are initiated from December 21st – January 3rd will be scheduled for an emergency review within 14 calendar days according to CSA policy and procedures.



FAPT after Beth Who can you call?

The CSA FAPT Coordinator, Beth Felty will retire after many years of distinguished service with Fairfax County. Ms. Felty’s expertise and knowledge will undoubtedly leave a huge gap in our program. Many of you may wonder who will answer your FAPT questions and schedule the reviews. During the interim period that a successor is hired for the FAPT position, CSA & FRU staff will share the job duties. Continue to forward FAPT packets to the CSA office via interoffice mail, fax (703-653-1369) or scanned copy via secure email to Mariann.Gabor@fairfaxcounty.gov. Contact staff below with FAPT questions.

FAPT Scheduling	Janelle Wilson	703-324-7204
FAPT Questions (Policy, Forms, Procedures)	Shanise Allen	703-324-8241

Good News! Utilization Review staff will be on hand at every FAPT meetings to assist with the transition.

*Save
the
Date!*

**2014 Northern Virginia CSA Symposium and Vendor
Fair**

Wednesday, March 12, 2014

Northern Virginia Community College, Annandale Campus



Required Signatures on the Action Plan

Signatures should be obtained at the meeting after all members have developed and reviewed the plan. Local policy indicates that, “signatures on the action plan document active participation, consensus and commitment to follow through on assigned tasks.” However, there will be times when a member cannot participate in-person or has to leave early. In those instances, a signature may be obtained by fax after he has been provided a copy of the plan and reviewed it. **It is not ideal to obtain faxed signatures after the meeting; but, it is acceptable.** It is never permissible to sign for anyone or to present another’s position and note that he participated.

Also, keep in mind that while everyone’s participation is valuable, not everyone's signature is required. For example, if an aunt lives out of state participated by phone and does not have access to a fax, it is not necessary to mail her a copy and wait until she sends it back to submit your action plan to FAPT. See chart on page 3 on required agency participation based upon the CANS scores. Signatures on the action plan by required agency representatives meet FAPT review requirements, obtaining signatures of invited but not required team-members exceeds the requirements, and taking extra measures to obtain the signa-

Outstanding Performance Awards



Beth Felty, FAPT Coordinator

In fall 2012, Beth took the lead implementing new team-based planning processes within the county's five family assessment and planning teams. The new process for serving youth with serious emotional behavioral challenges and their families encourages the full participation of parents and youth, and the development of service plans that address youth and family needs with specific strategies that include informal support as well as formal services. She provided extensive training to the teams and worked closely with parent representatives to ensure that processes and forms were "family friendly."

Suzette Reynolds, Utilization Review Analyst

Suzette served as the CSA liaison during the first two years of implementation of the Intensive Care Coordination (ICC) service initiative, a critical component in the development of the System of Care for at-risk youths and their families. She accepted additional responsibilities such as managing the screening and referral process, collecting and monitoring utilization data, responding to inquiries from system partners, and completing authorizations to streamline documentation requirements for case managers and expedite service delivery. Suzette's consistently positive attitude and ability to easily engage with others greatly assisted all sys-



Obnoxious with an Agenda!

CANS Domain: Social Behavior

Can you guess one of the most misunderstood items on the Child and Adolescent Needs and Strength (CANS) assessment? If you guessed the risk behavior social behavior you are correct!

Dr. John Lyons, PhD., developer of the CANS, readily admits that this item might be more accurately named intentional misbehavior as it relates to intentional misbehavior that forces a sanction. Social behavior on the CANS is something purposeful that the youth does to tick an adult off and it forces the adult to take action. The youth is obnoxious with an agenda!

The CANS glossary tells us that a youth who is trying to get away with something with no one noticing is not engaged in social behavior. Social behavior is not considered a measure of their social competence, or lack thereof, as the name might imply. This is also one of the few CANS items that requires an understanding of why the behavior occurred.

Examples might include:

A student has learning difficulties and thinks he/she cannot do the assignment so he/she disrupts the class in order to be removed from the classroom. A youth who is anxious about leaving the residential facility acts out right before discharge hoping that his/her stay will be extended. **Intent of the behavior here is key here!**



Strength Vs. Needs

When scoring the CANS in the Child Strengths domain, a “0” is a positive indicator of a significant strength. So, when you rate a child a “0” for a particular strength, it means that strength is present and strong and should be utilized in service planning; a “3” would indicate that no strength has been identified with regards to that particular area. This may seem slightly different than with other areas of the CANS, where no evidence or identification of a particular issue/behavior warrants a score of “0.” It may help to remember that a “0” is always “better” throughout the CANS—less need or great strength! As always, if you have any questions when scoring a CANS, please contact your agency Super User or any of the UR staff at CSA.

School Participation Requirements

Schools are required to participate in the team-based planning process when there are any 2's and/or 3's in the CANS School Domain. The purpose is for the youth and family to have a representative that can speak to and assist with managing the actionable concerns the youth is experiencing in the school setting. If the youth is in the Fairfax County/Falls Church City school system, then the social worker from that school should be included. If a youth is located out of the county due to a foster-care placement and plans to return to Fairfax county are not imminent, then it is okay to have a school representative from their current school setting to participate. Once plans to return to Fairfax County are clear then the social worker from the youth's last known base school should be included to begin enrollment and transition plan. If the youth in foster care or residential and has an IEP, then a representative from FCPS- OAP (Other Agency Placed). If a youth is residing in Fairfax County and is in a private day placement, then a representative from FCPS-MAS (Multi-Agency Services) should be included. Both FCPS-OAP and FCPS-MAS are managed by Howard Johnson and she can be reached at Hojohnson@fcps.edu and 571/ 423-4045.



New Copayment Agreement and Waiver Forms

Since all waivers are treated in like manner, in that they expire after 6 months and require a parental copay assessment to continue CSA services at the end of the waiver period, it seemed appropriate to combine and reduce the numbers of CSA forms. The copayment assessment forms have been revised to create one 6 month waiver form for use by **all agencies** case managing youth subject to copayments. There is no longer a separate initial 6 month CPS waiver nor a separate sibling and financial hardship reduction and waiver form.

As well, the Annual Parental Copayment Assessment form underwent a few revisions, too. The format changed a bit and space was added for the parent or guardian's email to expedite communication and completion of the form.

It has been over 2 years since any revisions have been made to the copayment assessment forms and these much needed changes should make the forms easier to fill-out and understand.

Please inform your staff that the new copay forms are accessible on CSA's webpage on Fairfax Net and should be used, effective immediately. Of course, copayment forms currently in process on the old forms will be accepted until this year's end on December 31st.

Staff should contact Janelle Wilson, FRU/CSA Case Analyst, with any copayment questions at 703-324-7204.

Copayment Challenges

Check it Twice

While checking your list and checking it twice, ensure that copayments are completed properly, so that FAPT review is not delayed. Fix any and all of the below errors before submitting the copay forms to the CSA program. Sometime, partially filled-in copay forms are submitted without documentation of income. This only delays FAPT review until the copay form is Completed and turned-in. You can spot and correct the copayment problems if you see any of the below:

1. Illegible writing
2. Misspelling of child's name
3. Omission of both monthly copayment Rates
4. Inability to read income documentation (ex: faxed documents)
5. Parent/Guardian Contact info missing or incorrect, etc
6. Lack of Income documentation
 - A. Omission of 2 most recent or current pay stubs
 - B. Child support income
 - C. Other Sources of Income
7. Missing Social Security #'s
8. Signatures and dates





*CSA staff wish you peace,
prosperity, health, and great happiness
this joyous holiday season
and in the New Year!*

**CSA SOC Training
Case Manager Level 100 Required Sessions***

Part 2: Accessing CSA Services

Dec. 12th - Thursday, 1:00 pm to 4:00pm
Government Center, Conference Rooms 8
12000 Government Center Parkway
Fairfax, VA 22035

Part 3: Facilitating Family Resource Meetings *

Jan. 9th - Friday, 9:00am to 12:00 pm
TBD Location

REGISTRATION INFO:

CSA case manager required training is open to the provider community, parents, and others involved with at-risk youth and families. Case managers hired after Oct. 1, 2012 are required complete Intro to SOC/TBP, Accessing CSA, and Family Resource Meeting Facilitation training sessions within the first 12 months of hire and to obtain CANS certification. The CSA Supervisor's session is intended for supervisors whose staff manage CSA cases. If senior staff approve and sign CSA paperwork for staff, they may attend as well.

To register for training county staff may register on the Employee Learning Center at <https://fxcounty.plateau.com/plateau/user/login.jsp>

FCPS and Non-county staff may register by email at Shanise.Allen@FairfaxCounty.Gov or call at 703-324-8241 with any questions or concerns.

***DFS-CYF is exempt from attending Part 3: FRM training, as they have met the requirement by attending a state mandated session on the topic.**

Reminder !! As of 12/21/13, the old CSA fax number (324-7979) is officially retired.

CSA STAFF

James Gillespie, Program Manager
703-324-5442
Shanise Allen, MAIII
703-324-8241
Maureen Altman, UR Analyst
703-324-7822
Janet Bessmer, UR Manager
703-324-7932
Beth Felty, FAPT Coordinator
703-324-7406
Sarah Harmon, UR Analyst
703-324-7420
Chris Metz bower, MA III
703-324-7890
Lisa Morton, TBP Coordinator
703-324-5863

*NEW
CSA
FAX
Number
703-653-1369*

FRU/CSA Support Staff

Tami Watts, Medicaid Case Analyst
703-324-7120
Vickie Grazioli, FRU/CSA
703-324-5858
Janelle Wilson, FRU/CSA
703-324-7204

CSA Contracts

Barbara Martinez,
CSA Website: <http://infoweb/hs/csa/>
State Website: www.csa.state.va.us