MEMO TO THE CPMT

April 27, 2018

Information Item I-1: Results of CSA Audit Self-Assessment Process

ISSUE: That our local CSA program will submit our Audit Self-Assessment by March 30th which will be followed by a validation visit from state auditors

BACKGROUND: The CPMT's Governance Group met regularly to review the ratings and reports from various workgroups who have completed sections of the assessment. Quality Improvement Plans for areas identified in the self-assessment were developed and submitted along with the self-assessment workbook.

Some of the issues identified are:

- 1. Vacancy in the parent representative position for one FAPT
- 2. Alignment of the parental contribution collections process with the state policy
- 3. Increasing staff awareness to mechanisms for reporting suspected fraud through newsletter articles, training, and notices on Service Summaries
- 4. Updating the Quality Assurance Plan for additional monitoring of eligibility and compliance
- 5. Maximizing Title IVE funding for eligible services

After submission of the Self-Assessment, the state will schedule an on-site validation visit.

ATTACHMENT:

Letter to OCS, Quality Improvement Plans

STAFF:

Janet Bessmer, CSA Manager

County of Fairfax, Virginia



To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

March 29, 2018

Scott Reiner, Executive Director The Office of Children's Services 1604 Santa Rosa Road, Suite 137 Richmond, VA 23229

Dear Mr. Reiner:

The Fairfax-Falls Church Community Policy and Management Team has completed our triennial self-assessment process of our local CSA program. Although we have generally found our program to be in compliance with the requirements for CSA, we have identified one area related to Title IV-E utilization for a foster care maintenance service (e.g., child care) that has required corrective action on our part.

Our local Department of Family Services administers the Title IV-E process and is considered by state IV-E reviewers to be a model program regarding documentation with a very low error rate. In order to support foster parents by providing immediate access to high quality child care, foster care workers regularly utilized the process developed for provision of subsidized child care through our local Office for Children. Our Title IV-E program was advised by state reviewers that our process for payment of child care providers through the Office for Children made IV-E reimbursement unavailable. Local IV-E staff were successful in obtaining clarification from the state reviewers that changes to our internal payment process effective July 1, 2017 will now allow us to seek Title IV-E reimbursement for eligible children for these child care services.

In addition to corrective action for these child care services, we are also working with state reviewers to allow IV-E reimbursement for transportation services that are required for foster care maintenance. Transportation of children to visitation with parents and to the base school under the best interest determination process are IV-E reimbursable; however, for those children whose foster parents are unable to meet those transportation needs, our county does not have appropriate, available transportation providers that can be funded by Title IV-E according to state IV-E reviewers. Transportation services continue to be provided using CSA funding despite our extensive efforts to access IV-E reimbursement. The County will continue to explore

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alternatives that will allow use of IV-E funds for transportation that is safe and appropriate for eligible foster care children.

Our self-assessment workbook is attached with all of our ratings and Quality Improvement Plans. Our CSA program staff will anticipate scheduling the on-site follow up validation visit from OCS auditors in the near future. Thank you.

Sincerely,

Tisha Deeco

Tisha Deeghan, CPMT Chair Deputy County Executive for Human Services

Cc: Stephanie Bacote, OCS Program Audit Manager Deborah Laird, County Attorney, Fairfax Nannette Bowler, Director, Department of Family Services

Fairfax County is committed to nondiscrimination on the basis of disability in all county programs, services and activities. Reasonable accommodations will be provided upon request. For information, call the CSA Program at 703-324-7938 or TTY 711.

Fairfax-Falls Church Children's Services Act for At Risk Children, Youth and Families 12011 Government Center Parkway, 4th floor Fairfax, Virginia 22035 Ph: 703-324-7938, FAX: 703-653-1369; TTY 711 www.fairfax.county.gov



Empowering communities to serve youth

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	accordance with the target dates established).				
5.	Provide periodic reports to the CPMT and the OCS regarding quality improvement status.	Reports provided to CPMT and documented in minutes.	\square		

Completed By: Janet Bessmer

Date: 2/25/2018

SECTION VI: QUALITY IMPROVEMENT PLAN QUALITY IMPROVEMENT PLAN WORKSHEET SUPPLEMENT

Instructions: A separate worksheet should be completed for each deficiency identified in the assessment process.

	QUALITY IMPROVEMENT PLAN DETAILS							
Condition	Quality Improvement	Responsible	Target	Self-	g Status			
No.	Task	Party	Date	In	Comp-	Date		
-				Progress	leted	Completed		
1	Increase staff	SOC Training	6/30/2018	\boxtimes		Click here		
	awareness of fraud	Committee				to enter a		
	reporting procedures	and CSA				date.		
		Management						
		Team						
		members						
X Please c	heck if attachments are inclu	ded.						



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If quality improvement task is not complete, please explain:

Fraud reporting procedures have been added to the Service Summaries that case managers review. Additional training will be included in mandatory CSA sessions and newsletter articles will be developed so that staff have regularly reminders of how concerns are reported and what steps are taken to follow up on those concerns.

QUALITY IMPROVEMENT PLAN APPROVAL						
Signature: Janet Desemmer Print Name: Janet Bessmer	Title: CSA Manager	Date: 2/25/2018				

SECTION VII: CERTIFICATION

- Certification Worksheet
- Statement of Acknowledgement and Certification

	Quality I	mprovemen	t Plan [Details		
Condition	Quality Improvement	Responsible	Target	Se	If-Reporting S	itatus
No.	Task	Party	Date	In- Progress	Completed	Date Completed
2 (page 12- 13, 32 and 61 of audit workbook)	Implement changes to payment process for FC maintenance child care payments to ensure maximum utilization of IV-E funds.	DFS Foster Care, IV-E supervisor, Office for Children CCAR program	Sept 30, 2018	x		
	Please check if attachment	ts included.				
State IVE revi our local Offi reviews will Changes to t	revement task is not comp iewers have approved our conception of the composition of the composition of the companization of the composition of the	urrent process f reimbursement on a regular b on and manag	or reimbu for FY18. asis as p	In addition art of the l	on, results of budget repor	f IV-E state rting.

	Quality	y Improveme	nt Plan	Details		
Condition	Quality Improvement	Responsible	Target	Self-Repo	rting Status	
No.	Task	Party	Date	In- Progress	Completed	Date Completed
3 (page 35)	Report to DBHDS for youth who are not admitted to in-state facility	UR Manager	April 30, 2018	X		
	Please check if attachm	ents included.		1		

If quality improvement task is not complete, please explain:

Review duties of UR manager when reviewing requests for child-specific contracts and ensure that the form is submitted in the few instances when a youth is not accepted to an in-state program. The UR manager will review whether any placements in FY 18 should have been reported to DBHDS and complete the form. This process will be added to their responsibilities.

		-			ent Plan					
Condition	Quality	Respon	nsible	Target			-	eporting	1	
No.	Improvement Task	Party		Date	In-Pro	gress	Com	pleted	Dat	e Complete
4	Enhance	CSA		April	X					
	CANS	Manag	ger	30,						
(pages 41,	compliance			2018						
44 of	procedures									
workbook)	for									
	maintenance									
	only cases,									
	FPM only									
	cases, and									
	case closing									
	submissions									
	k if attachments in provement task is									
CANS compl	iance monitoring	for fc m	aintena	nce only	cases and	at cas	e clos	ure.		
CANS compl			10					ure.		
	(Quality	/ Impr	oveme	nt Plan		ils		ting S	tatus
Condition	Quality Improve	Quality	Impr Respon	oveme	nt Plan Target	Deta	ils	f-Repor		
Condition	(Quality	/ Impr	oveme	nt Plan	Detai	ils Se			Date
Condition No.	Quality Improve	Quality	Impr Respon	oveme	nt Plan Target Date	Detai	ils	f-Repor		
Condition No.	Quality Improve Task	Quality ement	/ Impr Respon Party CSA	oveme nsible	nt Plan Target	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent	Quality ement	/ Impr Respon Party	oveme nsible ger,	nt Plan Target Date April	Deta In- Prog	ils Se	f-Repor		Date
CANS compl Condition No. 5	Quality Improve Task Recruit Parent Representative Fairfax FAPT.	Quality ement for	/ Impr Respon Party CSA Manag	oveme nsible ger,	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p	Quality ement for parent	Impr Respon Party CSA Manag CPMT	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives	Quality ement for parent and	r Impro Respon Party CSA Mana CPMT Nomir	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives one of the FAPT	Quality ement for parent and 's has	r Impro Respon Party CSA Mana CPMT Nomir	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives one of the FAPT had a long-term	Quality ement for parent and 's has	r Impro Respon Party CSA Mana CPMT Nomir	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives one of the FAPT	Quality ement for parent and 's has	r Impro Respon Party CSA Mana CPMT Nomir	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives one of the FAPT had a long-term representative. Attached is our description of ef	Quality ement for parent and 's has fforts	r Impro Respon Party CSA Mana CPMT Nomir	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives one of the FAPT had a long-term representative. Attached is our description of ef to fill the one va	Quality ement for parent and is has fforts acant	r Impro Respon Party CSA Mana CPMT Nomir	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives one of the FAPT had a long-term representative. Attached is our description of ef	Quality ement for parent and is has fforts acant	r Impro Respon Party CSA Mana CPMT Nomir	oveme nsible ger, nating	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date
Condition No.	Quality Improve Task Recruit Parent Representative Fairfax FAPT. CPMT has four p representatives one of the FAPT had a long-term representative. Attached is our description of ef to fill the one va	Quality ement for parent and 's has fforts acant tion.	r Impro Respon Party CSA Mana CPMT Nomir Comm	oveme nsible ger, nating nittee	nt Plan Target Date April 27,	Deta In- Prog	ils Se	f-Repor		Date

Two candidates have been interviewed and are nominated for CPMT approval at their April meeting to fill the two vacant positions.

Condition	Quality Improvement Plan Details Idition Quality Improvement Responsible Target Self-Reporti					
No.	Task	Party	Date	In- Progress	Completed	Date Completed
6 (page 47)	ICC Supervision documentation – Although supervision did occur weekly, the proper documentation was not maintained as per the contract.	ICC Supervisor, CSB Manager	April 30, 2018	x		

If quality improvement task is not complete, please explain:

The CSB is in the process of hiring a new ICC Supervisor. Requirements for documentation of supervision will be reviewed and monitored for compliance. These requirements are specified in our contract for ICC services and will be included in contract monitoring activities.

Quality Improvement Plan Details

Condition	Quality Improvement	Responsible	Target	Self-Reporting Status		
No.	Task	Party	Date	In- Progress	Completed	Date Completed
7 (page 52)	Use of Record Destruction From RM-3	CSA Manager oversight of Admin Asst.	March 15, 2018		X	March 1, 2018

Please check if attachments included.

If quality improvement task is not complete, please explain:

Closed records have been destroyed as per the approved Library of Virginia schedule. However, the form was not being completed. The form will be generated to cover those years that were not documented properly. The form will then be submitted to the Library of Virginia as per policy.

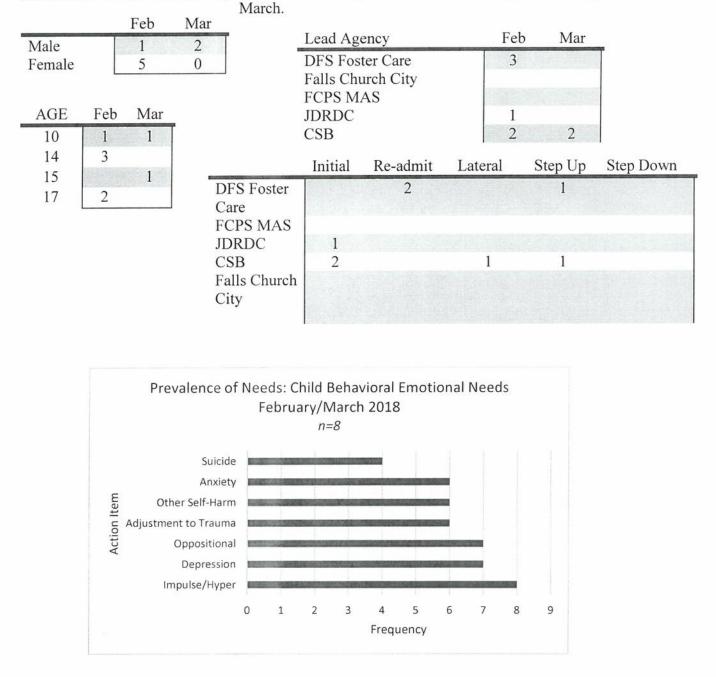
Condition	Quality Improvement	y Improveme Responsible	Target		If-Reporting S	tatus
No.	Task	Party	Date	In- Progress	Completed	Date Completed
8 (Page 65 of workbook)	Align collections of Parental Contributions with state policy	CSA Manager; DAHS Finance Staff	April 15, 2018	X		
	Please check if attachm	ents included.				
CPMT has ap State Attorne	provement task is not co proved changes to our p ey General's office. Our C to the agreement.	olicy manual to re	flect the r			

Memo to the CPMT April 27, 2018

INFORMATION ITEM I-2: February/March Residential Entry and FAPT Report **Issue**:

Local CSA policy requires that the FAPT shall report the placement of children across jurisdictional lines and the rationale for the placement decisions to the CSA Program Manager who shall inform the CPMT at its next scheduled meeting.

Residential Entry Report: Eight youth entered long-term residential settings in February and

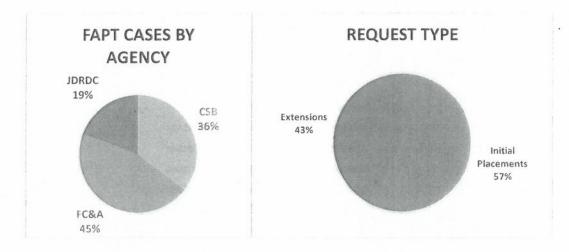


UR Summary:

FAPT Report:

In February and March of 2018, **31** youth/family meetings were held with the two standing FAPT teams. Of those **31** meetings:

- > 14 referrals were from FC&A, 11 referrals were from CSB and 6 were from JDRDC
 - 16 were requests for *initial placements*, 12 of which had plans developed for a Residential Treatment Center, 2 for JDRDC programs (Beta and BPH), 1 for a 90-day diagnostic program and 1 with community based services only.
 - 15 were requests for *continuation of existing placements*, all of which had plans developed for a short-term (varying from 2 weeks to 3 months) extension of the current placement; community-based services including ICC, home-based and outpatient services were also included to assist with discharge in these cases.
- Of the 16 initial placement requests, 10 were actively receiving community based services in some form at the time of the FAPT meeting
- 6 youth were in placement prior to coming to FAPT; 5 had been placed by parents and 1 by FC&A





• FAPT members are noticing an increase in the number of participants who do not attend in person. While phone participation is possible, it is not uncommon to now have meetings where only one attendee is in person, and multiple others are on the phone. This lessens the effectiveness of the meeting; phone connections are not as clear, there are frequent delays in the message being received, repeating information is needed multiple times, and it can take significant time to get all participants conferenced in prior to beginning the meeting. If a youth is in placement, it is understood that he/she and the facility may need to be on the phone given distance. Likewise, if a parent is at work and is unable to leave for enough time to include travel to the meeting location this is understandable. The FAPTs would like for it to be the expectation that all other team members participate in person, with the exception of emergencies that may arise.

IACCT (Independent Assessment, Certification and Coordination Team) Report

- In January and February, 29 IACCT Inquiry Forms were received:
 - o 25 have been submitted to Magellan
 - Of the 4 not submitted:
 - o 1 youth does not have active Medicaid yet
 - o 1 youth left placement prior
 - o 1 family withdrew the request for a FAPT meeting
 - 1 youth did not have an RTC placement supported by FAPT
 - Of the **25** submitted:
 - o 9 have been completed and certified by Magellan
 - o 6 have been labeled "in process" by Magellan
 - 5 requests were withdrawn due to RTC placement not supported by FAPT
 - o 3 have status unable to be verified by Magellan
 - 1 request was "discharged from process" due to lack of family engagement
 - 1 request was "discharged from process" by Magellan due to youth being on runaway status

Of Note:

• Communication with Magellan regarding status of referrals is still challenging though some infrequent updates are being received

STAFF:

Kim Jensen, Utilization Review Manager Sarah Young, FAPT Coordinator

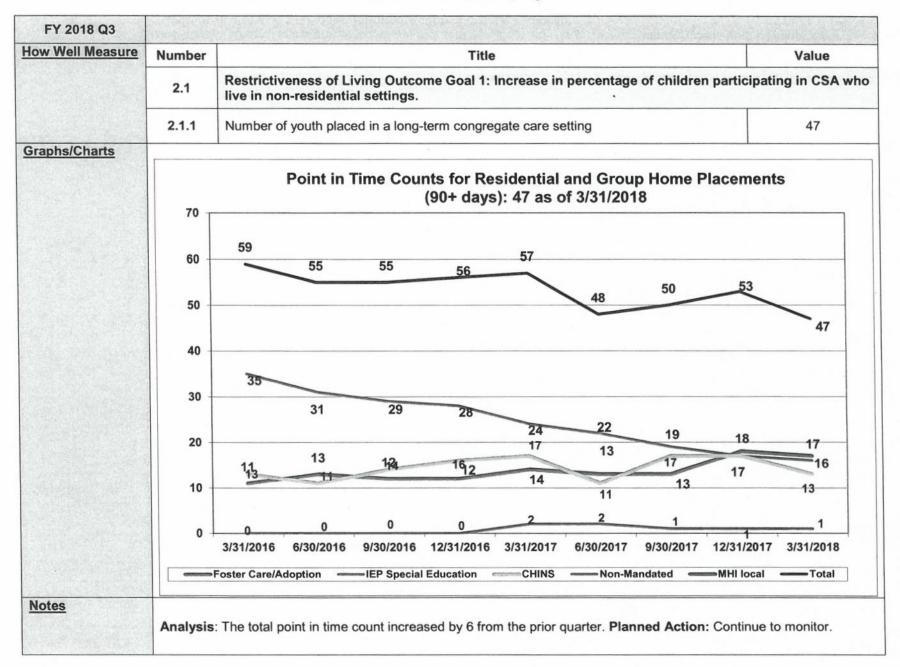
Results-Based Accountability Performance Plan FY 2018, Quarter 3 Report to CPMT

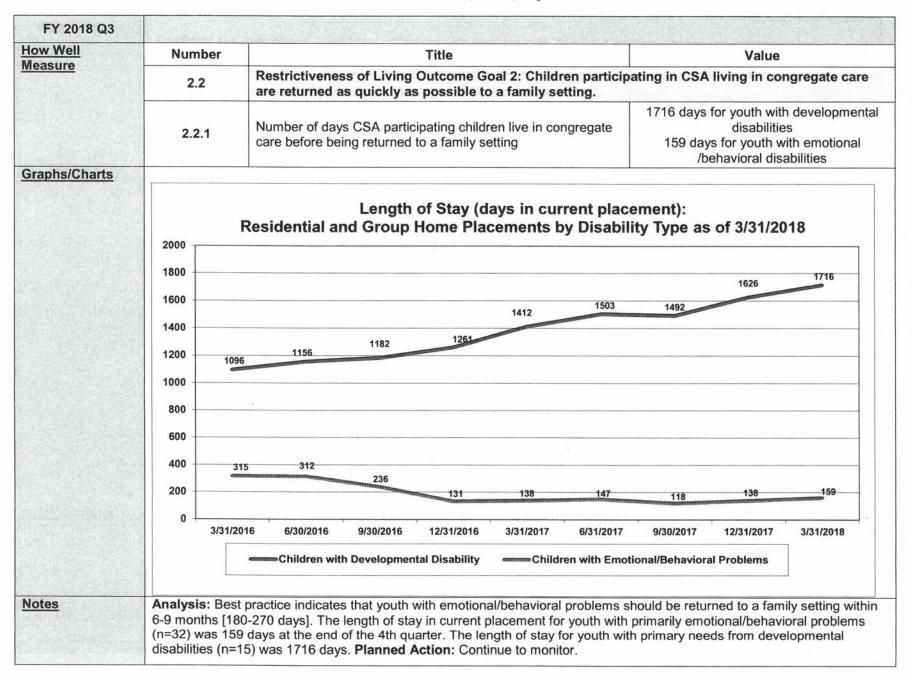
SUMMARY						
Name of Work	Children's Services Act (CSA) for At-Risk Youth – Systems of Care					
Agency	Human Services within the Department of Family Services (DFS)					
<u>Contact</u> (Name, Phone, Email)	Patricia E. Arriaza, Management Analyst III, 703-324-8241, patricia.arriaza@fairfaxcounty.gov					
	Connected Individuals					
Human Services Results	Healthy People					
	Sustainable Housing Successful Children and Youth					
<u>Purpose</u>	The Children's Services Act (CSA) for At-Risk Youth and Families is a law enacted in 1993 that establishes a single state pool of funds to purchase services for at- risk youth and their families. The state funds, combined with local community funds, are managed by local interagency teams who plan and oversee services to youth. The mission of the CSA is to create a collaborative system of services and funding that is child-centered, family-focused and community-based when addressing the strengths and needs of troubled and at-risk youth and their families in the Commonwealth.					
Customers	At-risk youth between the ages of 0 to 21 and their families as defined by VA § 2.2-5212					
Total Customers	Youth served: 1, 428 (FY17) ; 1,494 (FY16); 1,343 (FY15); 1,200 (FY14); 1,199 (FY13); 1,251 (FY12)					
Total Staff Year Equivalents (SYE)	10 in FY 2017; 10 in FY 2016; 10 in FY 2015; 10 in FY 2014; 10 in FY 2013; 9 in FY 2012					
Total Budget	FY 2017: \$40.8 million for CSA pooled funding; \$903,305 for program administration FY 2016: \$41.9 million for CSA pooled funding; \$988,075 for program administration FY 2015: \$39.8 million for CSA pooled funding; \$947,889 for program administration FY 2014: \$38.0 million for CSA pooled funding; \$909,356 for program administration FY 2013: \$39.8 million for CSA pooled funding; \$844,872 for program administration					

	Summary of Annual and Quarterly ¹ Performance Measures					
How Much Was Done?						
1.1	Total Youth Served Annually					
1.2.1	Annual CSA Pool-fund Expenditures					
1.2.2	Annual CSA Expenditures by Service Type					
	How Well Was It Done?					
2.1	Restrictiveness of Living Outcome Goal 1: Increase in percentage of youth participating in CSA who live in family settings.					
2.1.1	Number of youth in a long-term congregate care setting					
2.1.2	Percentage of youth participating in Intensive Care Coordination who are successfully prevented from entering residential or group home placement six months and twelve months after initiation of services					
2.2	Restrictiveness of Living Outcome Goal 2: Children participating in CSA living in congregate care are returned as quickly as possible to a family setting.					
2.2.1	Average number of days (length of stay) CSA participating children live in congregate care – measured in current setting and at post- discharge					
2.2.2	Number of youth entering long-term congregate care settings					
2.2.3	Number of youth exiting long-term congregate care settings					
2.2.4	Percentage of youth participating in Intensive Care Coordination who are successfully returned from residential or group home placement within three months of initiation of services					
2.3	Permanency Outcome Goal: Prevent entry into foster care for reasons other than maltreatment					
2.3.1	JDRDC and DFS data on Relief of Custody Petitions: # ROC petitions filed/# children entering foster care from ROC petitions					
2.3.2	Number of children entering foster care from CHINS petitions					
2.3.3	Number of children entering foster care from delinquency petitions					

2.4	Fiscal Accountability Outcome Goal 1: Fairfax-Falls Church CSA leverages state and local fiscal resources to s families efficiently	serve youth and
2.4.1	Per capita cost per youth receiving CSA services	
2.4.2	Per capita cost per youth receiving residential/ group home services	
2.4.3	Annual per-child unit cost of residential/group home services	
2.5	Fiscal Accountability Outcome Goal 2: Fairfax-Falls Church is making maximum use of Medicaid as an alternat funding	tive to CSA or locality
2.5.1	Percentage of placements in Medicaid-enrolled facilities	
2.5.2	Percentage of Medicaid placements receiving Medicaid reimbursement	
2.6	Parent Satisfaction Survey	
2.6.1	Percent of parent survey respondents who are satisfied with CSA services	
	Is Anyone Better Off?	Headline Measure (HM)
3.1	Restrictiveness of Living Outcome Goal 1: Increase in percentage of children participating in CSA who live in family settings.	
3.1.1	Percentage of CSA youth who received only community-based services	
3.2	Permanency Outcome Goal: Prevent entry into foster care for reasons other than maltreatment.	
3.2.1	Percentage of children receiving CSA-funded services through the foster care prevention mandate who are successfully prevented from entering foster care	
3.2.2	Percentage of children with families participating in CSA-funded family partnership meetings through the foster care prevention mandate who are successfully prevented from entering foster care after the family partnership meeting	
3.3	Functional Outcome Goals: Child and Adolescent Needs and Strengths (CANS) outcomes improve for children served by the CSA system of care from initial assessment to second assessment.	
3.3.1	Percent of positive change in CANS outcomes by domain level of need	

3.4	Functional Outcome Goal 1: Children participating in CSA-funded services will experience a decline in behaviors that place themselves or others at risk.			
3.4.1	Percent of positive change in Child Risk Behavior by actionable rating			
3.5	Functional Outcome Goal 2: Children participating in CSA-funded services will experience a decline in behavioral or emotional symptoms that cause severe/dangerous problems.			
3.5.1	Percent of positive change in Behavioral/Emotional Needs by actionable rating			
3.6	Functional Outcome Goal 3: Children participating in CSA-funded services will experience an increase in identified strengths that are useful in addressing their needs and developing resiliency.			
3.6.1	Percent of positive change in Strength Domain by actionable strength			
3.7	Functional Outcome Goal 4: Needs and issues of parents/caregivers of children participating in CSA-funded services that negatively impact their care-giving capacity will be reduced.			
3.7.1	Percent of positive change in Planned Permanency Caregiver functioning by actionable need			





FY 2018 Q3 How Well	Number	Title	Value	
Veasure		2.2 Restrictiveness of Living Outcome Goal 2: Children participating in CSA living in congregate car are returned as quickly as possible to a family setting.		
	2.2			
	2.2.1	Number of days CSA participating children live in congregate care before being returned to a family setting	N/A days for youth with developmental disabilities 204 days for youth with emotional /behavioral disabilities	
Graphs/Charts				
		Average LOS for the Exiting Placements - # of	of Days	
	3500 3252			
	3000			
	2500			
	2000		· · · · · · · · · · · · · · · · · · ·	
		1494		
	1500	1325		
		1091 1037		
	1000		855	
	500	342 381432 536		
		234 246 201 204	208 152 204	
	0			
	3		/2017 12/31/2017 3/31/2018	
		Children with Developmental Disability		
Notes		est practice indicates that youth with emotional/behavioral problems 180-270 days]. The length of stay for youth with primarily emotional/		
		04 days at the end of the 2nd quarter. Planned Action: Continue to		

