



**FAIRFAX-FALLS CHURCH CHILDREN'S SERVICES for
AT-RISK CHILDREN, YOUTH & FAMILIES**



**March 26, 2021
Community Policy and Management Team (CPMT)**

Agenda

1:00 p.m. -- Convene meeting ~

1. **MINUTES:** Approve minutes of January 29, 2021 meeting

2. **ITEMS:**

- **CSA Information Items**
 - Item I – 1:** Budget Report
 - Item I – 2:** 2021 OCS Audit Self-Assessment
 - Item I – 3:** 2021 CSA Legislative Update
 - Item I – 4:** FAPT/Residential Entry Report
- **NOVACO – Private Provider Items**
- **CPMT Parent Representative Items**
- **Cities of Fairfax and Falls Church Items**
- **Public Comment**

3:00 p.m. – Adjourn



**FAIRFAX-FALLS CHURCH CHILDREN'S SERVICES for
AT-RISK CHILDREN, YOUTH & FAMILIES**



January 29, 2021

**Community Policy and Management Team (CPMT)
Virtual Meeting due to COVID-19 Emergency Procedures**

Meeting Minutes

Attendees: Lesley Abashian (City Hall), Stacy Alexander (home), Jacqueline Benson (home), Robert Bermingham (office), Deb Evans (office), Annie Henderson (office), Joe Klemmer (home), Michael Lane (home), Richard Leichtweis (office), Chris Leonard (home), Jane Strong (home), Daryl Washington (home),

Attended but not heard during role call: Michael Becketts, Nancy Vincent

Absent: Gloria Addo-Ayensu, Michelle Boyd, Christy Gallagher, Deborah Scott, Rebecca Sharp,

HMF Attendees: Jim Gillespie, Peter Steinberg,

CSA Management Team Attendees: Adam Cahuantzi, Patricia Arriaza, Janet Bessmer, Xu Han, Jessica Jackson, Andrew Janos, Kamonya Omatete, Sarah Young, Stephanie Pegues, Mary Jo Davis, Chris Metzbower, Tim Elcesser, Barbara Martinez

Stakeholders and CSA Program Staff Present: Janet Bessmer, Patricia Arriaza, Sarah Young, Samira Hotochin, Lisa Morton, Xu Han, Kristina Kallini, Chris Metzbower, Shana Martins

FOIA Related Motions:

I move that each member's voice may be adequately heard by each other member of this CPMT.
Motion made by Chris Leonard; seconded by Lesley Abashian; all members agree, motion carries.

Second, having established that each member's voice may be heard by every other member, we must next establish the nature of the emergency that compels these emergency procedures, the fact that we are meeting electronically, what type of electronic communication is being used, and how we have arranged for public access to this meeting.

State of Emergency caused by the COVID-19 pandemic makes it unsafe for this CPMT to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this CPMT and the physical presence of the public, cannot be implemented safely or practically. I further move that this CPMT may conduct this meeting electronically through a dedicated Zoom conferencing line, and that the public may access this meeting by calling Toll Free Call In: 1 888 270 9936 Participant access code: 562732. It is so moved.

Motion made by Chris Leonard; seconded by Robert Bermingham; all members agree, motion carries.

Finally, it is next required that all the matters addressed on today's are statutorily required or necessary to continue operations and the discharge of the CPMT's lawful purposes, duties, and responsibilities.

Motion made by Chris Leonard; seconded by Jackie Benson; all members agree, motion carries.

1. **MINUTES:** Approve minutes of December 04, 2020. *Motion made by Michael Lane; second by Jane Strong; approved by all members, motion carries.*

Approved:

2. ITEMS:

- **CSA Administrative Items**

Item A – 1: Approve Policy on Waiver of Parental Contribution for Family Peer Support Partner (FPSP) Services – Presented by Jim Gillespie. The federal grant for FPSP is expiring Jan 2021. A request for CSA funded FPSP services to be exempt from Parental Contribution payments (which are required for most CSA funded services). Fiscal impact of waiving this fee is minimal since the families receiving these services typically receive other CSA services which require Parental Contribution fee (on a sliding scale). Many families are reluctant to pay out of pocket for these services since they are not familiar with the service, therefore this will incentivize families to use the service. There is no fee for this service when funded by the county. Lesley Abashian stated that she supports this request as this service really helps families engage in other services and has a real positive impact on families.

Motion made by Lesley Abashian; second by Jackie Benson; all approved, motion carries.

Item A – 2: Endorse CSB Proposal for Mental Health Initiative (MHI) State Funds – Presented by Jim Gillespie. These funds are typically disbursed in one lump sum at the beginning of the fiscal year and CSB and CPMT must collaborate with CPMT regarding use of these funds. In the past most CSBs around the state underutilize these funds since it is difficult to use a funding stream that allocates money to personnel and purchase of services. CSB is requesting additional MHI State funds be allocated to purchase of service which can be used for any youth in need of behavior health services except those who are mandated to use CSA funds.

The additional funds will be targeted towards three primary populations. First, FCPS has assembled an interdisciplinary team to plan for students with poor attendance. They have found that poor attendance typically correlates with underlying mental health issues. Second, funding will be used for older youth whose primary risk behaviors are towards others, rather than themselves as these kids are not CSA mandated under CHINS criteria. Lastly (if funding is available), is to serve younger elementary age students who are engaging in risky behavior.

Robert Birmingham inquired about the impact this would have on the CSB's ability to manage mandated cases. Currently the CSB Resource team has four case managers that are funded by MHI funds therefore they cannot manage CSA funded cases. Therefore, they will be available to take on these cases.

Jane Strong stated that there is a need for funding non-mandated youth. Jim Gillespie replied that if CSB runs into a deficit in case management, CSA funding could potentially be used to fund another position for case management. Jane Strong stated that she supports this idea and wonder when that could be implemented. FCPS Multiagency Team, who manage youth in private day and residential facilities, have extremely high caseloads and funding is available to provide case management assistance to this team it could potentially lead to better outcomes and less restrictive settings for some youth. Management team has discussed this in the past. Janet Bessmer stated that CSA funding could potentially be used for additional case management. However, Management Team has expressed concerns about using these funds since CSB case management is defined as serving acute/high risk children, which does not meet non mandated criteria. Management Team can follow up on planning for additional case management resources for acute mandated children who meet CHINS criteria. Additional information/proposal will be presented at the April CPMT meeting to address needs of additional case management.

Motion made by Jane Strong; second by Rick Leichtweis; all approved, motion carries.

Item A – 3: Approve Policy Change for Approval of Out of State Residential Providers – Presented by Janet Bessmer. CSA policy states that youth placed in out-of-state residential facility must obtain

Approved:

approval from the CPMT. However, due to the frequency of CPMT meetings this causes a delay in placement. Michael Becketts asked why CPMT needs to approve the placements. Janet Bessmer responded that the approval ensures that all in state facilities were explored. Barbara Martinez stated that this rule was implemented when CPMT first begin as its primary function was to approve placement. As policies have evolved, CPMT has delegated many similar duties to management team. Motion to allow CSA Management Team to approve these requests moving forward with the agreement that there will be a report present to the CPMT. *Motion made by Michael Becketts; second by Lesley Abashian; all approved, motion carries.*

- **Contracts Items**

Item C – 1: Child-Specific Contract Requests - Presented by Barbara Martinez.

- a. Foundations of Pennsylvania – Presented by Jessica Jackson (CSB). *Motion made by Joe Klemmer; second by Lesley Abashian; all approved, motion carries.*
- b. Youth Villages, Memphis TN – Presented by Matt Thompson (JDC). Youth has pending criminal charges. *Motion made by Jane Strong; second by Rick Leichtweis; all approved, motion carries.*
- c. Springbrook, South Carolina - Presented by Jessica Jackson (CSB). Verification of license has been received. *Motion made by Rick Leichtweis; second by Jackie Benson; all approved, motion carries.*
- d. Devereux, Florida- Presented by Jessica Jackson (CSB). Youth is currently on a waitlist and is receiving services as he awaits placement. *Motion made by Rick Leichtweis; second by Lesley Abashian; all approved, motion carries.*

- **CSA Information Items -**

Item I – 1: FY 21 Budget Report – Presented by Xu Han. In comparison to this time last year there is a decrease in spending primarily due to COVID 19 restrictions for in-person services.

Item I – 2: Update on Proposed CSA-Related Legislation - Presented by Janet Bessmer. Proposal for a workgroup to develop process if special education was removed from CSA funding. Another proposal to open CSA funding to providing services in public schools. Adam Cahuantzi and Rick Leichtweis provided input on impacts of these proposed changes.

Item I – 3: Report on Fidelity Monitoring for Intensive Care Coordination – Presented by Patricia Arriaza (CSB) & Doug Healey (CSB). Review or Wraparound Program. Monitoring tools (WFI and DART) were used to evaluate implementation of Wraparound programs in Fairfax County. Unfortunately, there were not enough participants in the WFI to gather information needed. DART results have improved since it was first administered in 2018. Moving forward a neutral party will be administrating the WFI to increase participation.

- **HMF Information Items -**

Item I – 4: Children’s Behavioral Health Blueprint Quarterly Report – Presented by Peter Steinberg. Partnership with NAMI has ended, and Family Support services will now be provided through PRS. Short Term Behavioral Health Program has expanded to more schools. Currently working with Falls Church City schools to bring program to middle and high schools. Review of work done in the training consortium.

Item I – 5: Update on Respite Services for Families Impacted by COVID-19 – Presented by Peter Steinberg. Families had the opportunity to select their provider. By changing the words “kinship” and “respite” to childcare more families were able to understand the service being offered. Goal is to extend this service to more families funded by county funds.

- **NOVACO – Private Provider Items – no comments**
- **CPMT Parent Representative Items – no comments**

Approved:

- **Cities of Fairfax and Falls Church Items** – no comments
- **Public Comment** – no comments

Adjourn 3:00 – *Motion made by Robert Bermingham; seconded by Jackie Benson. All members approved.*

Next Meeting: February 26, 2021 1:00 – 3:00pm (via Zoom)

DRAFT

Approved:

Information Item I-1: February Budget Report & Status Update, Program Year 2021

ISSUE:

CPMT members monitor CSA expenditures to review trends and provide budget oversight.

BACKGROUND:

The Budget Report to the CPMT has been organized for consistency with LEDRS reporting categories and Service Placement types.

The attached chart details Program Year 2021 cumulative expenditures through February for LEDRS categories, with associated Youth counts. IEP-driven expenditures for Schools are separated out. Further information on the attachment provides additional information on recoveries, unduplicated youth count, and:

- Average cost per child for some Mandated categories
- Average costs for key placement types, such as Residential Treatment Facility, Treatment Foster Home, Education placements.

Total Pooled Expenditures: Pooled expenditures through February 2021 for FY21 equal \$17.1M for 833 youths. This amount is a decrease from February last year of approximately \$4.48, or 20.74%. Pooled expenditures through February 2020 for FY20 equal \$21.57 M for 947 youths.

	Program Year 2020	Program Year 2021	Change Amt	Change %
Residential Treatment & Education	\$2,850,623	\$2,409,514	(\$441,110)	-15.47%
Private Day Special Education	\$10,978,561	\$9,202,473	(\$1,776,089)	-16.18%
Non-Residential Foster Home/Other	\$5,056,128	\$3,541,636	(\$1,514,492)	-29.95%
Community Services	\$2,523,767	\$1,974,656	(\$549,112)	-21.76%
Non-Mandated Services (All)	\$633,922	\$580,028	(\$53,894)	-8.50%
Recoveries	(\$472,355)	(\$612,412)	(\$140,057)	29.65%
Total Expenditures	\$21,570,646	\$17,095,894	(\$4,474,753)	-20.74%
Residential Treatment & Education	97	93	(4)	-4.12%
Private Day Special Education	293	243	(50)	-17.06%
Non-Residential Foster Home/Other	320	272	(48)	-15.00%
Community Services	603	514	(89)	-14.76%
Non-Mandated Services (All)	126	152	26	20.63%
Unique Count All Categories	1,439	1,274	(165)	-11.47%
Unduplicated Youth Count	947	833	(114)	-12.04%

RECOMMENDATION:

For CPMT members to accept the February Program Year 2021 budget report as submitted.

ATTACHMENT:

Budget Chart

STAFF:

Terri Byers, Timothy Elcesser, Xu Han and Usman Saeed (DFS)

NOTE:

There is an overall decrease across all service types with 114 fewer youths served as compare to the same period of last year. Average cost of total expenditure has also decreased by 11%

Residential Treatment & Education decreased by \$441k with 4 fewer youths served. RTC enrollment PIT count FY21 is about 2/3 of that in FY20, meanwhile, residential youths received education services in FY21 are up by 20% from FY20.

There is also a decrease in Private Day Special Education by \$1.78M with 50 fewer youths served. This is due to that payment had been withheld to DC and MD providers due to issue of rates above 2% cap. Number will start to pick up when the payment starts.

Non-Residential Foster Home/Other has decreased by \$1.5M with 48 fewer youths served then in same period last year. PIT count for TFC is at 78% level of FY20 due to more youths are placed with relatives and resulting TFC cost and transportation cost are down.

Community Services decreased by \$549k, Non-Mandated Services expenses have decreased by \$53k with 26 more youths served. More kids are served but having a higher level of needs that enable them for mandated category due to COVID. ICC referrals are down due to hardship for professional to interact with Children face to face and identify needs.

Program Year 2021 Year To Date CSA Expenditures and Youth Served (through February Payment)

Mandated/ Non-Mand:	Residential/ Non-Residential	Serv Type Descrip	Local Match Rate	County & Foster Care	Youth in Category	Schools (IEP Only)	Youth in Category	Total Expenditures	
Mandated	Residential	Residential Treatment Facility	57.64%	\$719,318	40			\$719,318	
		Group Home	57.64%	\$172,304	7			\$172,304	
		Education - for Residential Medicaid Placements	46.11%	\$46,743	6	\$670,092	15	\$716,835	
		Education for Residential Non-Medicaid Placements	46.11%	\$32,635	2	\$719,814	14	\$752,449	
		Temp Care Facility and Services	57.64%	\$48,607	9			\$48,607	
	Residential Total				\$1,019,607	64	\$1,389,907	29	\$2,409,514
	Non Residential	Special Education Private Day	46.11%	\$165,090	6	\$9,037,383		237	\$9,202,473
		Wrap-Around for Students with Disab	46.11%	\$75,834	27				\$75,834
		Treatment Foster Home	46.11%	\$2,243,832	108				\$2,243,832
		Foster Care Mtce	46.11%	\$844,381	109				\$844,381
		Independent Living Stipend	46.11%	\$79,401	16				\$79,401
		Community Based Service	23.06%	\$1,521,879	413				\$1,521,879
		ICC	23.06%	\$452,140	101				\$452,140
		Independent Living Arrangement	46.11%	\$298,199	12				\$298,199
		Non Residential Total				\$5,680,756	792	\$9,037,383	237
Mandated Total				\$6,700,363	856	\$10,427,290	266	\$17,127,653	
Non-Mandated	Residential	Residential Treatment Facility	57.64%	\$35,837	3			\$35,837	
		Residential Total				\$35,837	3	\$35,837	
	Non Residential	Community Based Service	23.06%	\$479,377	129			\$479,377	
		ICC	23.06%	\$65,439	20			\$65,439	
Non Residential Total				\$544,816	149		0	\$544,816	
Non-Mandated Total				\$580,653	152		0	\$580,653	
Grand Total (with Duplicated Youth Count)				\$7,281,016	1,008	\$10,427,290	266	\$17,708,306	
Recoveries								-\$612,412	
Total Net of Recoveries								\$17,095,894	
Unduplicated child count								833	
Key Indicators									
Cost Per Child						Prog Yr 2020 YTD	Prog Yr 2021 YTD		
Average Cost Per Child Based on Total Expenditures /All Services (unduplicated)						\$22,778	\$20,523		
Average Cost Per Child Mandated Residential (unduplicated)						\$34,764	\$35,434		
Average Cost Per Child Mandated Non- Residential (unduplicated)						\$21,530	\$19,782		
Average Cost Mandated Community Based Services Per Child (unduplicated)						\$3,831	\$3,685		
Average costs for key placement types									
Average Cost for Residential Treatment Facility (Non-IEP)						\$24,403	\$17,983		
Average Cost for Treatment Foster Home						\$28,034	\$20,776		
Average Education Cost for Residential Medicaid Placement (Residential)						\$39,081	\$34,135		
Average Education Cost for Residential Non-Medicaid Placement (Residential)						\$56,912	\$47,028		
Average Special Education Cost for Private Day (Non-Residential)						\$37,469	\$37,870		
Average Cost for Non-Mandated Placement						\$5,031	\$3,820		

Program Year 2021 Year To Date CSA Expenditures and Youth Served (through February Payment)

Category	Program Year 2021 Allocation	Year to Date Expenditure (Net)	Percent Remaining
SPED Wrap-Around Program Year 2021 Allocation	\$663,010	\$74,223	89%
Non Mandated Program Year 2021	\$1,630,458	\$539,876	67%
Program Year 2021 Total Allocation	\$38,657,566	\$17,095,894	56%

MEMO TO THE CPMT

March 26, 2021

Administrative Item I - 2: 2021 OCS Audit Self-Assessment

ISSUE: Update on the Office of Children’s Services Self-Assessment that the CSA program completed in preparation for the upcoming OCS CSA program audit.

BACKGROUND:

The Office of Children’s Services will be conducting an audit on the Fairfax-Falls Church Children’s Services Act program starting in April 2021. OCS auditors indicated that completing the Self-Assessment Workbook was not required for the 2021 audit; however, completing the self-assessment allowed CSA staff to ensure that the program is operating as expected and address any potential deficiencies prior to the official audit. The completed Self-Assessment (including the results of the Fraud Risk Survey) will be submitted to OCS to aid the auditors in their review of the program’s policies, procedures, and operations.

The tasks within the self-assessment workbook were completed by CSA staff and fiscal and budget staff; for the required file reviews, staff from the Department of Family Services and Fairfax County Public Schools assisted. The Fraud Risk Survey was completed by 117 individuals from various CSA stakeholder groups. The Internal Control Questionnaire was completed by the CSA Management Team. The results of the Fraud Risk Survey and case file reviews were presented to the CSA Management Team on February 8th and 22nd.

SELF-ASSESSMENT AUDIT FINDINGS:

While there is always room for improvement in any program, the results of the Self-Assessment do not indicate that there are substantial areas of concern in the CSA program’s policies, procedures, or operations. Therefore, for the majority of the indicated items in the Self-Assessment the program has been found to be in full compliance. In the areas where “Partial Compliance is indicated” (e.g. ensuring each child’s case has a closing CANS assessment (see table below)), CSA staff, working with appropriate personnel from partner agencies and contractors, have developed processes to address the concerns.

Page	Section	Item	Disposition	Comment
45	Mandatory Uniform Assessment Worksheet, Item 8b	Discharge CANS may be done 90 days prior to, at time of, or within 90 days following either the completion of all CSA-funded services, or final FAPT review.	Partial compliance – not all closing CANS are completed.	Recently, CSA staff have developed a new tracking procedure and a process to work with case managers/agencies to address this issue. Our prior process did not sufficiently focus on verifying CANS submissions and utilize supervisors and the CSA MT members for compliance.
54	Records Management	Records Management Retention Schedule	Partial compliance	The CSA program’s adherence to the record retention policy was suspended due to pending litigation. Records have not been destroyed and are archived instead.

2021 CSA Fraud Risk Survey Summary and Survey Results

The Fraud Risk Survey was sent to individuals in various CSA stakeholder groups, including CPMT, CSA Management Team, FAPT, the Federal Reimbursement Unit, and Case Managers. The survey was administered using Survey Monkey, with the survey window being January 25 to February 3. One hundred seventeen (117) responses were received.

Overall, there were no substantiated or formal concerns about fraud happening in the CSA program. Respondents did indicate that a possible area where fraud could occur would be in improper billing by providers, e.g. billing for hours not provided.

Based on the responses there appears to be a need to better inform case managers on the program's fraud reporting processes, ethics policies, organizational structures, and role of the CPMT. It is unlikely that response rates for these questions will ever reach 100% due to staff turnover or frequency of case managers staffing CSA cases. Another possible impact to this response may be that non-county staff, such as FCPS employees, are not aware of the County's ethics policies and do not receive the notices for required trainings, etc. For the next Fraud Risk Survey, a question will be added to capture the agency in which the respondent works so that we can better focus any follow-up actions.

To educate and keep staff better informed on CSA's processes on fraud reporting, the CPMT's role in addressing fraud and the County's ethics policies and procedures, CSA staff will develop a training that appropriate CSA stakeholders will be required to take on an annual basis.

ATTACHMENTS:

Documents needed for audit
Document request list for case file reviews (Sample)

INTERNAL CONTROL IMPACT: None

FISCAL IMPACT: None

STAFF:

Patricia E. Arriaza, Management Analyst
Janet Bessmer, CSA Manager

Documents needed for audit

1. Policy and procedure manual
 - a. By-Laws of the CPMT
 - b. Mission Statement
 - c. Contact information
 - d. Dates of Tenure
 - e. Code of Ethics
 - f. Operational policies
 - g. Fiscal policies (expenditure payment and reimbursements, budget monitoring , contracting of services, purchase of services, financial reporting)
 - h. Quality assurance policy
 - i. Accountability policy
 - j. Due process policy
 - k. FAPT Referral Policy
 - l. UM/UR plan and policy
 - m. ICC policy
 - n. SPED Policy
 - o. Record Retention Policy
 - p. Data Security Policy
 - q. Student receiving congregate education services / or any student receiving private day education services

CPMT Board Minutes between 3/1/20 – 2/28/21 Please included all attachments (i.e. report presented to the Board)

2. Listing of CPMT members
 - a. Chair
 - b. School Rep
 - c. Department of Social Services Rep (DSS)
 - d. Community Services Board (CSB) Rep
 - e. Health Department Rep
 - f. Court Services Unit (CSU) Rep
 - g. Elected Official or designate Rep
 - h. Parent Rep
 - i. Private Provider Rep
 - j. Other(s)
3. Listing of FAPT members
 - a. Chair
 - b. CSB Rep
 - c. CSU Rep
 - d. DSS Rep
 - e. School Rep
 - f. Parent Rep

- g. Private Provider Rep
 - h. Other(s)
- 4. Copies of the Statement of Conflict/Economic Interest for persons identified to complete form (As discussed during the entrance this can be an independent conformation email from the clerk's office from each locality).
- 5. Utilization Management Reports aka Continuous Quality Improvement
- 6. Strategic Plan
- 7. Flowcharts or narratives of the following processes :
 - a. FAPT Referral
 - b. Expenditure payments/reimbursement
 - c. Contracting or purchase of services
 - d. Reimbursement and supplement request
- 8. Listing of Report Preparers and reviewers
- 9. Status of Quality Improvement Plan (QIP) form previous OCS audit report date 8/9/18- Stated during entrance conference that it is complete
- 10. A list of Case Managers
- 11. Jan 31,2021 Reconciliation between Harmony/ City General Ledger (FOCUS) and LEDERS
- 12. Most recent Title IV-E report
- 13. List of all providers used during the audit period excluding foster parents
- 14. Copies of Licenses and Insurance for the following providers: to be determine
- 15. Please provide RM-3 forms completed during the audit for records that may have been destroyed.



Program Audit Activity
Proposed Document Request List
Client Case File Review by Mandate Type

Instructions: For each of the client case files listed below, please collect and forward the requested documents identified below (Part I of this worksheet) to the requesting CSA Program Auditor. Should any document not be available for any applicable client, please complete the section labeled Exceptions (Part II of this worksheet). Upon collection of requested documents and completion of the template please signed off as certifying that the documents listed is what is being submitted (Part III of this worksheet). Upon remittance to OCS Program Auditors, please ensure that documents are transmitted securely using encryption and/or password protection.

MANDATE TYPE: FOSTER CARE ABUSE/NEGLECT – PREVENTION (Expenditure Category 2F – Community Based Services)												
PART I:	Selected Clients:	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	<input type="checkbox"/> Case No.	
	Documents Requested											
	Check Box if Submitted	Document Description	Auditor/Client Comments:									
	<input type="checkbox"/>	Proof of mandate eligibility (Local form)										
	<input type="checkbox"/>	IFSP/Other Service Plan <i>(Other service plans include Family Partnership Meeting Plans, Multi-Disciplinary Team Plans)</i>	For the period covering:									
	<input type="checkbox"/>	FAPT Notes (where applicable)	For the period covering									
	<input type="checkbox"/>	Utilization Reviews										
	<input type="checkbox"/>	Consent to Exchange Info	For the period covering									
	<input type="checkbox"/>	Parental Co-pay Assessment and Proof of Collections	For the period covering									
	<input type="checkbox"/>	ICC Discovery Document (where CSA funds ICC Services)										
	<input type="checkbox"/>	Proof Medicaid Eligibility (where applicable)										
	<input type="checkbox"/>	Medicaid Authorization/Denial/ Appeals (where eligible and services funded by CSA include, but not limited to, community-based behavioral health services – IIH, TDT, MHSS)										
	<input type="checkbox"/>	Treatment Plans/Progress Reports										
	<input type="checkbox"/>	Proof of CPMT Funding Approval										
	<input type="checkbox"/>	Purchase Orders										
<input type="checkbox"/>	Vendor Invoices											
PART II:	Exceptions											
	Selected Clients:	Explanation/Description:										
	Case No.											
	Case No.											
	Case No.											
	Case No.											
PART III:	Submitted By											
	Name (Print)									Date:		
	Signature											

MEMO TO THE CPMT

March 26, 2021

Information Item I- 3: 2021 CSA Legislative Update

ISSUE: That the CPMT be informed of legislation passed by the General Assembly during the Special Session with impact to the Children's Services Act local program administration.

BACKGROUND:

The following listing of bills and budget amendments are summarized below with a description of the impact to CSA:

Item 292 #1s: Eliminates the 2% Rate Increase Cap for Private Day Special Education Services
Explanation: This cap on rate increases was intended as a temporary means to curtail CSA spending on private day school special education rates while the JLARC CSA study reviewed CSA spending on private day school special education services. The JLARC study found that these rates were reasonable and consistent with the services being provided by private providers. The JLARC study found that increased costs were the result of an increased usage of the services and an increased acuity of the population being served. They also found that this tuition increase limit had not appeared to result in any downward pressure on private day school costs. **The 2% rate increase cap will be eliminated (effective when the budget bill goes into effect, July 1, 2021).**

HB 2117 (Van Valkenburg) Children's Services Act; special education programs. Requires that funds expended for private special education services under the Children's Services Act only be expended on educational programs that are licensed by the Board of Education or an equivalent out-of-state licensing agency. The bill also provides that as of July 1, 2022, such funds may only be expended for programs that the Office of Children's Services certify as having reported their tuition rates.

The bill adds children and youth previously placed in approved private school educational programs for at least six months who will receive transitional services in a public school setting to the target population for eligibility for the state pool of funds. The bill provides that state funds shall be allocated for no longer than 12 months for transitional services.

The bill requires the Secretaries of Education and Health and Human Resources, in conjunction with the Office of Children's Services and the Department of Education, to establish a work group with appropriate stakeholders to develop a detailed plan to direct the transfer of Children's Services Act funds currently reserved for children requiring an educational placement in a private special education day school or residential facility to the Department of Education, as well as several other topics. The bill requires that the work group submit its plan and recommendations to the Chairmen of the House Committee on Appropriations and Senate Committee on Finance and Appropriations by November 1, 2021, as well as a final plan and recommendations by November 1, 2022. This bill is identical to [SB 1313](#).

Item 293 #1s: Modifies Rate Setting Implementation for Private Day Special Education Programs:

- Continuation of the Office of Children's Services rate study of private day special education services, with a final report due on September 1, 2021
- Date for implementation of rate setting has not been established

HB 2212 (Plum) adds to the statutorily-required list of duties of the Director of the Office of Children’s Services a directive to provide for effective program implementation by localities.

- **Item 138 #1h (Plum)** – directs the Department of Education to develop a plan for administration of CSA funds for students with disabilities, including use of these funds to provide services in public schools
- **Item 138 #2h (Plum)** – directs the Department of Education to report on certain aspects of private day school staffing and accreditation
- **Item 138 #3h (Plum)** – directs the Board of Education to promulgate regulations regarding seclusion and restraint in private day schools
- **Item 293 #1h (Plum)** – requires local CSA programs to serve children in the non-mandated eligibility category
- **Item 293 #2h (Plum)** – directs the Office of Children’s Services to submit a plan to modify its staffing and operations to enhance its oversight of local CSA programs
- **Item 293 #3h (Plum)** – directs the Office of Children’s Services to work with the Department of General Services and the Office of the Attorney General to develop statewide contracts to be made available to local programs where beneficial and feasible.
- **Item 293 #5h (Plum)** – bars receipt of CSA funding by private day schools unless they are licensed by the Virginia Department of Education

ATTACHMENT: None

STAFF:

Janet Bessmer, CSA

MEMO TO THE CPMT

March 26, 2021

Information Item I- 4: FY 21 Quarter 1 & Quarter 2 FAPT Report

ISSUE: That the CPMT receive regular management reports about the utilization and performance of residential placements.

BACKGROUND:

As per § 2.2-5206 the powers and duties of the Community Policy and Management teams, each CPMT “shall manage the cooperative effort in each community to better serve the needs of troubled and at-risk youths and their families and to maximize the use of state and community resources. Every such team shall:

13. Review and analyze data in management reports provided by the Office of Children's Services in accordance with subdivision D 18 of § 2.2-2648 to help evaluate child and family outcomes and public and private provider performance in the provision of services to children and families through the Children's Services Act program. Every team shall also review local and statewide data provided in the management reports on the number of children served, children placed out of state, demographics, types of services provided, duration of services, service expenditures, child and family outcomes, and performance measures. Additionally, teams shall track the utilization and performance of residential placements using data and management reports to develop and implement strategies for returning children placed outside of the Commonwealth, preventing placements, and reducing lengths of stay in residential programs for children who can appropriately and effectively be served in their home, relative's homes, family-like setting, or their community;”

The CSA program provides quarterly data reports to the CPMT to facilitate oversight of key outcomes.

ATTACHMENT:

First and Second Quarter FY 21 FAPT Report

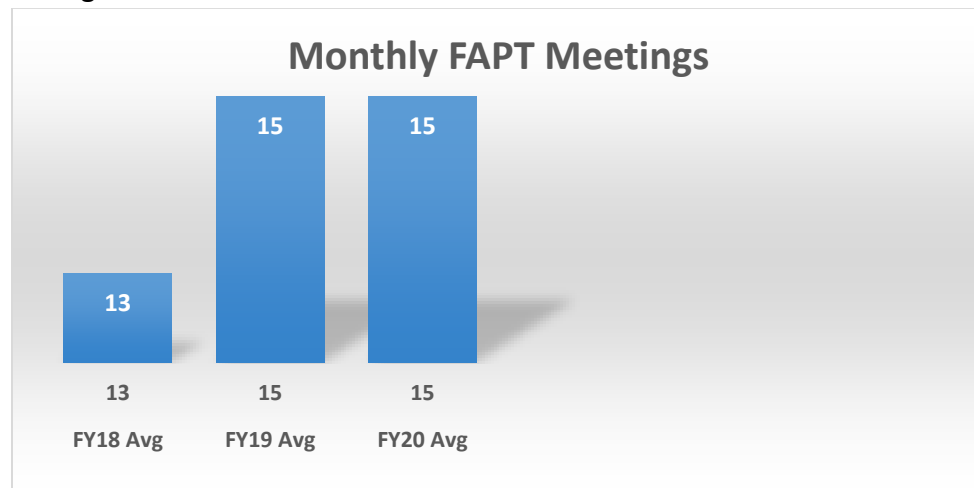
STAFF:

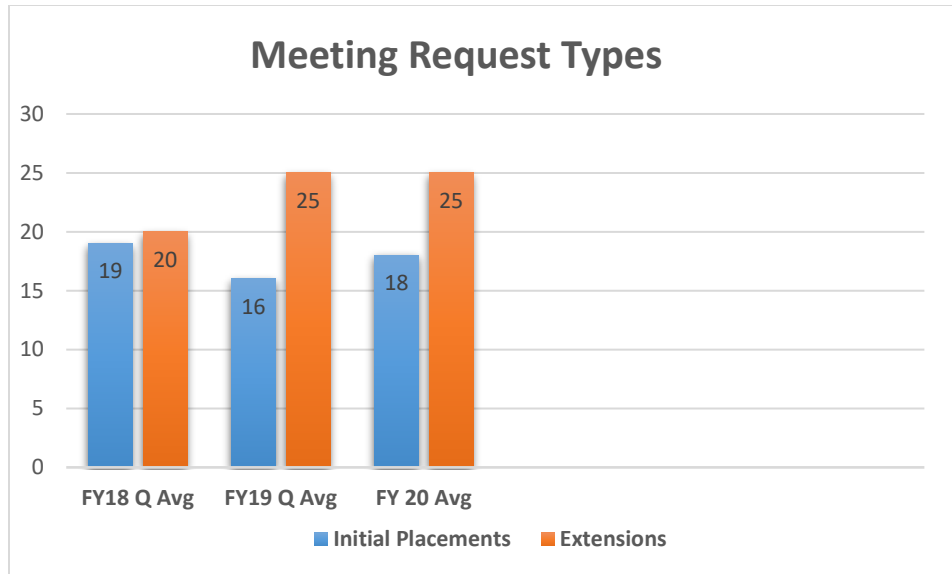
Sarah Young, FAPT Coordinator

FY 21 Q1 and Q2 Family Assessment and Planning Team (FAPT) Report

For FY21 Q1 and Q2 (July 2020-December 2020):

- **76** meetings were held, with an average of **13** per month
- **30 (39%)** were new requests for placement:
 - **8** of these youth had a community-based plans developed in lieu of a plan for residential or group home placement
 - **2** youth were referred to Leland House for screening
 - **2** youth had subsequent meetings scheduled due to an inability to reach consensus within the team
 - **5** youth in foster care had been placed prior to the FAPT meeting and **1** youth had been parentally placed prior to the FAPT meeting
 - **16** of these youth were actively receiving community-based services at the time of the FAPT referral, including **9** who were active with ICC
- **46 (61%)** were requests for extensions of existing placements, all of whom received an extension of anywhere from 2 weeks to 3 months
- **4** Parent Requests for Appeal were made during this quarter; the CPMT panels upheld the FAPT plan for community-based services for **2** youth and supported short-term residential placement for **2** youth
- The average time it took from receipt of a complete FAPT request in the CSA office to the actual FAPT meeting date was **15** calendar days; this is an increase of **2** calendar days over prior quarters but remains within the program target of **10** business days
- During this timeframe, CSA Utilization Review positions were not fully staffed, seeing a decrease from 4 staff members to 2





Respectfully submitted by Sarah Young, FAPT Coordinator