

Information Item I-1: April Budget Report & Status Update, Program Year 2019

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 2019 cumulative expenditures through April 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 April 2019 equal \$25.2M for 1,039 youth. This amount is a decrease from April last year of approximately \$0.9M, or 3.48%. Pooled expenditures through April 2018 equal \$26.1M for 1,080 youth.

General comparisons to the previous year based on LEDRS reporting categories is presented below:

	Program Year 2018	Program Year 2019	Change Amt	Change %
Residential Treatment and Education	\$4,069,984	\$2,871,972	(\$1,198,012)	-29.44%
Private Day Special Education	\$14,409,134	\$13,989,178	(\$419,956)	-2.91%
Non-Residential Foster Home and Community Services	\$8,030,925	\$8,022,347	(\$8,578)	-0.11%
Non-Mandated Services (All)	\$306,650	\$1,123,387	\$816,737	266.34%
Recoveries	(\$674,658)	(\$775,125)	(\$100,468)	14.89%
Total Expenditures	\$26,142,036	\$25,231,759	(\$910,276)	-3.48%

	Program Year 2018	Program Year 2019	Change Amt	Change %
Residential Treatment and Education	136	119	(17)	-12.50%
Private Day Special Education	312	291	(21)	-6.73%
Non-Residential Foster Home and Community Services	1,095	990	(105)	-9.59%
Non-Mandated Services (All)	110	202	92	83.64%
Total Youth Counts (Unique Count in each category)	1,653	1,602	(51)	-3.09%

Note: The number of youth served is unduplicated within individual categories, but not across categories.

Expenditure claims are submitted to the State Office of Children's Services (OCS) through April.

RECOMMENDATION:

For CPMT members to accept the April Program Year 2019 budget report as submitted.

ATTACHMENT:

Budget Chart

STAFF:

Yin Jia, Xu Han, Terri Byers (DFS)

Program Year 2019 Year To Date CSA Expenditures and Youth Served (through Apr)

			Local	County	Youth in	Schools	Youth in	Total	
Mandated/ Non-Mandated		Residential/ Non-Residential	Serv Type Descrip	Match Rate	& Foster Care	Category	(IEP Only)	Category	Expenditures
Mandated	Residential	Residential Treatment Facility	57.64%	\$876,279	50			0	\$876,279
		Group Home	57.64%	\$170,478	8			0	\$170,478
		Education - for Residential Medicaid Placements	46.11%	\$326,261	22	\$393,196		6	\$719,456
		Education for Residential Non-Medicaid Placements	46.11%	\$135,704	11	\$873,814		10	\$1,009,518
		Temp Care Facility and Services	57.64%	\$96,242	12			0	\$96,242
		Residential Total			\$1,604,963	103	\$1,267,009	16	\$2,871,972
	Non Residential	Special Education Private Day	46.11%	\$53,271	5	\$13,935,907		286	\$13,989,178
		Wrap-Around for Students with Disab	46.11%	\$236,447	40			0	\$236,447
		Treatment Foster Home	46.11%	\$3,175,566	112			0	\$3,175,566
		Foster Care Mtce	46.11%	\$1,005,160	121			0	\$1,005,160
		Independent Living Stipend	46.11%	\$556,547	26			0	\$556,547
		Community Based Service	23.06%	\$2,130,187	552			0	\$2,130,187
		ICC	23.06%	\$779,418	131			0	\$779,418
		Independent Living Arrangement	46.11%	\$46,270	6			0	\$46,270
		Psychiatric Hospital/Crisis Stabilization	46.11%	\$92,752	2			0	\$92,752
			Non Residential Total			\$8,075,618	995	\$13,935,907	286
Mandated Total				\$9,680,581	1098	\$15,202,916	302	\$24,883,498	
Non-Mandated	Residential	Residential Treatment Facility	57.64%	\$54,950	7			0	\$54,950
		Temp Care Facility and Services	57.64%	\$2,885	1			0	\$2,885
		Residential Total			\$57,836	8	\$0	0	\$57,836
	Non Residential	Community Based Service	23.06%	\$815,085	155			0	\$815,085
		ICC	23.06%	\$250,466	39			0	\$250,466
		Non Residential Total			\$1,065,551	194	\$0	0	\$1,065,551
Non-Mandated Total				\$1,123,387	202	\$0	0	\$1,123,387	
Grand Total (with Duplicated Youth Count)					\$10,803,968	1300	\$15,202,916	302	\$26,006,884
Recoveries									-\$775,125
Total Net of Recoveries									\$25,231,759
Unduplicated child count									1,039
Key Indicators									
		Cost Per Child					Prog Yr 2018 YTD	Prog Yr 2019 YTD	
		Average Cost Per Child Based on Total Expenditures /All Services (unduplicated)					\$24,206	\$24,285	
		Average Cost Per Child Mandated Residential (unduplicated)					\$46,689	\$34,602	
		Average Cost Per Child Mandated Non- Residential (unduplicated)					\$22,136	\$23,517	
		Average Cost Mandated Community Based Services Per Child (unduplicated)					\$3,261	\$3,859	
		Average costs for key placement types							
		Average Cost for Residential Treatment Facility (Non-IEP)					\$15,955	\$17,526	
		Average Cost for Treatment Foster Home					\$28,181	\$28,353	
		Average Education Cost for Residential Medicaid Placement (Residential)					\$19,177	\$25,695	
		Average Education Cost for Residential Non-Medicaid Placement (Residential)					\$50,671	\$48,072	
		Average Special Education Cost for Private Day (Non-Residential)					\$46,200	\$48,073	
		Average Cost for Non-Mandated Placement					\$2,920	\$5,561	

Program Year 2019 Year To Date CSA Expenditures and Youth Served (through Apr)

Category	Program Year 2019 Allocation	Year to Date Expenditure (Net)	Percent Remaining
SPED Wrap-Around Program Year 2019 Allocation	\$732,674	\$224,576	69%
Non Mandated Program Year 2019	\$1,630,458	\$975,636	40%
Program Year 2019 Total Allocation	\$39,593,010	\$25,231,759	36%

MEMO TO THE CPMT

June 28, 2019

Information Item I-2: Review of Proposed Revisions to the Parental Contribution (Co-pay) Policy

ISSUE:

Review of proposed revisions to the Parental Contribution (Co-pay) Policy.

BACKGROUND:

§2.2-5206.3 and §2.2-5208 require the CPMT to establish and the FAPT to implement policies to have parents/guardians of children receiving CSA funded services contribute financially to the cost of such services, except when prohibited by law or regulation (e.g., for special education services per an IEP). This requirement is to be accomplished through the use of a sliding fee scale based on ability to pay.

Based on questions/concerns raised by parents, the difficulty in enforcing current policy due to vagueness in language, and an attempt to be more in line with the way other jurisdictions assess parental contributions, CSA staff is recommending that the parental contribution policy be changed to provide further clarity and be strengthened to better support families.

Household Members Changes

- Kin and fictive kin (which includes legal guardians) will not be assessed a contribution for community-based services; however, they will be assessed a contribution for residential services and must sign the Parental Contribution Agreement and include documentation of gross household income.

Ability to Pay

- When the family's assessed ability to pay exceeds average monthly cost of services, the family will be expected to fund needed services directly.
 - Exception: Case management for assistance with activities such as service planning and provider identification will be provided at no charge.
- Families who have incomes within Tiers 19-21 (\$233,600 - \$375,000+) and request a waiver or reduction of the parental contribution will be asked to provide supporting documentation, including recent tax returns and information on assets such as investments, property ownership and business holdings.
 - The county attorney's office and tax administration may be consulted to determine the family's ability to pay.
- If the parent's income level qualifies the family or child for income-based benefits such as Medicaid, SNAP, TANF or Free or Reduced Lunch, the family may submit proof of the benefit in lieu of submitting income verification.

Other small changes have been made to clarify processes. These changes are highlighted in the attached document.

ATTACHMENTS:

1. Parental Contribution (Copoly) Policy with revisions highlighted
2. Parental Contributions Collected FY18 – FY19

STAFF:

Patricia E. Arriaza, CSA

Attachment 1 – Parental Contributions Proposed Policy Changes

2. Parental Contribution Policy

To meet the requirements of the COV § 2.1-752.3, (Michie 2000 Cum. Supp.), Children's Services Act, as amended 1995, and Section 16.1-286 (Michie 2000 Cum. Supp.), and to enhance the partnership with parents, the CPMT has approved procedures for the active involvement of parents and/or other legally responsible parties in the planning, delivery, and financing of services for their children. The amended legislation calls for parental participation in both the treatment aspects of services and financial responsibility for payment for certain services.

All families accessing CSA pool funds shall be assessed a parental contribution (co-payment) for services using a CPMT-approved sliding fee scale, with the following exceptions:

- Children who are in foster care with the Department of Family Services;
- Children who are receiving only the specific educational services designated by the child's IEP for residential or private day placement
- Children referred by DFS Protection and Preservation Services and Child Protective Services for CSA-funded community-based foster care prevention services may be considered for a time-limited waiver when necessary for the safety of the child.
- ~~Children referred by CYF Kinship Units are exempt from the parental co-payment assessment for community-based CSA services through the life of the case.~~
- CSA-eligible youth who are aged 18 or older

In assessing a parental contribution (co-payment):

- ~~The household income will be adjusted by the number of dependent children in the home. To determine the Adjusted Household Income (AHI), \$4,050.00 will be reduced from the gross household income for each child under the age of 18.~~
- ~~Household members responsible for caregiving of the youth will be included in the assessment. The income of non-caregiving household members will not be included in the assessment.~~
- ~~The income of kinship family members will not be included in the assessment for community-based services. Legal custodians and non-parent caregivers' incomes are not required for community-based services.~~
- ~~Legal custodians and non-parent caregivers shall be assessed a contribution for residential services and must sign the copayment agreement and include documentation of gross household income.~~

The basis for the determination of the parental financial contribution is the total gross annual income of the household. The household is defined as one or more adults who are acting in a caregiving capacity and dependent children residing in the same home. If a biological parent is absent from the home and retains custody rights, his/her income shall also be included in the assessment of the parental contribution unless the parent is providing child support payments. In situations where the household includes adults who are not acting in a caregiving capacity (e.g. a young adult child living with parents, an aged parent living with adult child), these adults will not be included when determining household income.

The income of kin and fictive-kin are exempt from inclusion in the assessment of the parental contribution for *community-based services only*. The income of live in significant others is not included in the parental contribution assessment.

The household income is used to determine the parental contribution for community-based and residential services. The table below details the incomes that will be considered when determining the household income.

Household Income Determination*		
Person	Community-Based Services	Residential Services
Parent(s) (including stepparent and adoptive parent(s))	Yes	Yes
Divorced Parent		
1. Joint custody	1. Both incomes used in calculation	1. Both incomes used in calculation
2. Paying child support	2. Income of custodial parent considered	2. Income of custodial parent considered
Kin/Fictive Kin	No	Yes
*In cases of questions or appeals, CSA may request additional financial information to resolve the matter.		

In assessing a parental contribution (co-payment), the household income will be adjusted by the number of dependent children in the home. To determine Adjusted Household Income (AHI), \$4,050 will be reduced from the gross household income for each child under the age of 18.

When the family's assessed ability to pay exceeds the average monthly cost of services, Utilization Review will not generate an authorization for services that require a parental contribution. Families may receive agency case management (not including case support) for assistance with activities such as service planning and provider identification without charge. Other purchased services shall be funded by the family directly with the provider(s). For residential care, the cost of the service to be covered by the family presumes use of Medicaid and excludes CSA-eligible education costs.

2.1 Parental Contribution Fee Scale

The parental contribution fee is based upon charging the family a percentage of their monthly Adjusted Household Income (AHI) from 1.65% to 10% for community-based services and 3.33% to 20% for residential services.

Tier	Adjusted Household Income (AHI)	Community-Based Services	RTC / Group Home
1	\$48,599 - And Below	\$0	\$0
2	\$48,600 - \$55,599	\$67	\$135
3	\$55,600 - \$62,599	\$77	\$154
4	\$62,600 - \$69,599	\$86	\$174
5	\$69,600 - \$76,599	\$96	\$193
6	\$76,600 - \$83,599	\$106	\$213
7	\$83,600 - \$93,599	\$203	\$361
8	\$93,600 - \$103,599	\$228	\$405
9	\$103,600 - \$113,599	\$252	\$448
10	\$113,600 - \$123,599	\$276	\$491
11	\$123,600 - \$133,599	\$301	\$534
12	\$133,600 - \$143,599	\$325	\$578

Tier	Adjusted Household Income (AHI)	Community-Based Services	RTC / Group Home
13	\$143,600 - \$158,599	\$454	\$799
14	\$158,600 - \$173,599	\$501	\$882
15	\$173,600 - \$188,599	\$548	\$966
16	\$188,600 - \$203,599	\$596	\$1,049
17	\$203,600 - \$218,599	\$643	\$1,133
18	\$218,600 - \$233,599	\$691	\$1,216
19	\$233,600 - \$324,999	5% of AHI ÷ 12	10% of AHI ÷
20	\$325,000 - \$374,999	8% of AHI ÷ 12	15% of AHI ÷
21	\$375,000 - and Above	10% of AHI	20% of AHI ÷

2.2 Parental Contribution Fee Waiver/Reduction

The CSA Program Manager or designee may waive or reduce the parental contribution (co-payment) amount based upon documentation of financial hardship. In the absence of such a waiver or reduction, parents/legal guardians are required to pay the assessed parental contribution (co-payment) amount in order for their children to receive CSA-funded services. ~~Families of youth who are 18 years old or older are not required to be assessed, but may do so on a voluntary basis.~~

If the parents' income level qualifies the family or child for income-based benefits such as Medicaid, SNAP, TANF, and Free or Reduced school lunches, the family may submit proof of the benefit in lieu of submitting income verification. The CSA Program may verify benefits and eligibility through intra-agency data sharing with DFS Self-Sufficiency or other human services agencies with proper consent. The school social worker may verify eligibility for federal school lunch benefits by signing the Parental Contribution Agreement. Eligibility for qualifying income-based benefits must be confirmed annually when the Parental Contribution Agreement is renewed.

When families have incomes within Tiers 19 – 21 in the Parental Contribution Scale and request a reduction or waiver of the parental contribution, to support their request, in addition to the two recent paystubs used in the assessment process, families shall furnish the CSA program with a copy of their most recent tax return and other documentation about their assets including investments, property ownership, and business holdings. The CSA program may consult with the county attorney's office and the tax administration to determine "ability to pay" in situations when families have extensive assets in addition to high income.

2.3 Assessing Parental Contribution when Multiple Children in the Family are Receiving CSA Services

When a family has more than one child receiving CSA funded services that require a parental contribution (co-payment), the parental contribution shall be assessed for the child subject to the highest contribution unless the family is granted a Parental Contribution Waiver based on the above-listed exceptions. The parental contribution may be waived for the other children receiving CSA funded services. If services are

discontinued for the child for whom the parental contribution (co-payment) is assessed, then the contribution shall be charged for the sibling receiving CSA services.

2.4 Changes to Parent Income or Household Size

Parents are responsible for promptly reporting to the case manager changes in income or household size, which shall be used to re-assess the parental contribution (co-payment) amount by completing and submitting a new Parental Contribution Agreement to the CSA office. The parental contribution (co-payment) amount shall be reviewed at least annually. ~~in the absence of an annual review the existing Parental Contribution Agreement amount remains in effect.~~ Services may not be authorized if the Parental Contribution Agreement expires before a service is to start.

2.5 Billing Procedures

Bills for parental contributions (co-payment) are sent to the parent ~~within the first two weeks of each~~ month. Payment in full is due by the date given on the bill. Parents are billed a monthly contribution (co-payment) if services were purchased at any time during the month. For example, if services were purchased each month for three months, the parent is billed for the full parental contribution fee for each of three months. Parents shall not be charged more for services in a month than CSA paid for services in that month. The parental contribution fee is pro-rated if the actual cost of services is less than the monthly parental contribution fee. Payments are to be made to the County of Fairfax-CSA and mailed to the address noted on the bill. Payments may be paid in advance. Families experiencing difficulties in making payments should contact their case manager.

2.6 CSA Staff Responsibilities

1. Enter into a Parental Contribution Agreement with the parents and legal guardians based on documentation of gross household income and household size provided by the family and reviewed by the case manager.
2. Enter the gross annual household income and assessed parental contribution amount in the case financial section of CSA information system. Add the email address of the parent or legal guardian to the CSA information system to maintain contact, as necessary.
3. Forward a copy of the signed Parental Contribution Agreement, Welcome to CSA letter, Parental Contribution Glossary of Terms, and invoice guide to parents and legal guardians.
4. Forward the signed CSA Parental Contribution Agreement with documentation of gross annual household income attached and a copy of the Request for a Reduction or Waiver form with supporting documentation, if applicable, to CSA Accounts Receivable staff.
5. Forward a monthly report from CSA information system of the youth for whom services were purchased during the month to Accounts Receivable staff.
6. Respond to telephone inquiries from case managers regarding policy and procedures.
7. Respond to telephone inquiries from parents regarding parental contribution policies as applicable to their account.
8. Provide a monthly list of inactive cases with outstanding balances to Accounts Receivable staff to forward for collections.
9. Upon receipt of notification that a delinquent account has been forwarded for collection, notify parent/guardian of service termination and initiate cancellation of the purchase order.

10. Notify the case manager, provider, and CSA finance of service suspension for active cases with outstanding balances of 90 days or more.

2.7 Accounts Receivable Staff Responsibilities

1. Establish an account in the name of the responsible parent upon receipt of a signed Parental Contribution Agreement (including documentation of gross annual income) and, if applicable, a Request for a Reduction or Waiver (with supporting documentation) from CSA staff. ~~Receive from CSA staff the signed CSA Parental Contribution Agreement with documentation of gross annual income attached and the Request for a Reduction or Waiver form with supporting documentation if applicable and establish an account in the name of the responsible parent.~~
2. Establish a file for the CSA parental contribution for each family for all correspondence and documentation of all telephone contacts, to include account number, parent and child names, billing information, service dates, notes, assessed amount and co-payments made.
3. Review CSA information system report monthly to verify that a Purchase Order has been established and determine the start and ending date of the authorization so that billing for the parental co-payment can be based upon the purchase of services.
4. Assure correct billing each month by making sure all pertinent data is entered into the appropriate information system prior to the "cut-off date" for the monthly bills.
5. For active accounts, adjust account to extend or waive payments, when indicated, with written approval by CSA staff.
- ~~6. Respond to telephone inquiries from parents regarding their account status.~~
7. Post payments when received, as an expenditure credit in county financial system.
8. Reconcile collections to county financial system after the month-end reports arrive.
9. Respond to phone calls and correspondence from parents regarding their account.
10. Update billing address when notified of a change and communicate information to the CSA Program.
11. Provide account payment data to the FRU to facilitate the tracking of account information as available.

2.8 Collection Procedures

Working with the FRU, the Finance Specialists are tasked with billing and accounts receivable functions for all CSA Parental Contributions.

Active Accounts:

1. If an account balance is unpaid after 30 days, an active CSA account shall be considered delinquent. If no payment is made within a 30-day period, a reminder letter will be sent notifying parents of the delinquency and requesting payment of the past due amount.
2. If an account balance is unpaid after 60 days, a letter is sent to parents and case managers alerting them that CSA services are in jeopardy if payment is not received, per the CSA Parental Contribution Agreement. An "alert" notice is entered into the CSA information system to inform staff about the non-payment status of the family's account.
3. If an account balance is unpaid after 90 days, a warning of possible service termination letter is sent notifying parents of possible termination of CSA services if payment is not received by the end of that month. This notice will indicate that the account may be forwarded to a collection agency, if payment is not received. An "alert" notice is entered into the CSA information system to inform staff about the non-payment status of the family's account.
4. If full payment is not received after 120 days forward account to collection agency, with notice to the CSA Program.

Inactive Accounts:

1. CSA accounts with an unpaid balance that are inactive (no longer receiving services) and have made no payment within the past 30 days shall be considered delinquent.
2. Letters will be sent to the account holders, notifying them that their accounts may be forwarded to a collection agency unless the balance is paid in-full within 30 days or they contact the Accounts Receivable (A/R) unit within 10 days to set up a payment plan.
3. If an account has been sent to a collection agency, staff will note the account as sent for collection, and the date sent.

Process**Delinquent Letter Preparation/Mailing*****At the beginning of the month:***

1. A/R representative will run the Aged Delinquency Report in QuickBooks for activity the previous month.
2. A/R representative will review the accounts that appear on the report to determine if a letter needs to be sent, and which letter.
3. A/R Supervisor will ensure that all delinquency letters are generated and mailed to the customers in a timely fashion, and that a copy of the letters is maintained for reference in the CSA Central file area by month.

Throughout the month:

1. A/R representative will note which parents call to arrange a payment plan and will follow the payment plans on these accounts.
2. A/R representative will review the letters for those who do not call to see if a payment was made during the month.
3. A/R representative will alert A/R Supervisor of those accounts that are 60 or more days without a payment but still receiving services.

Returned Mail:

1. Any invoices or letters that are returned by the post office will be coordinated with CSA staff to determine if a better address is available.
2. If invoices are being returned for accounts that are currently receiving services, CSA staff will pursue a better address with the case workers, etc.
3. If invoices are being returned for accounts where services are no longer being provided, and no better address is available, then these accounts will be considered for referral to the collection agency.

Delinquency Review Prior to Possible Termination of Services

At the end of each month:

1. A/R representative and A/R Supervisor will meet to review those accounts delinquent 60 or more days.
2. A/R staff will present to CSA staff a list of the above accounts so CSA management can initiate service termination
3. CSA staff will forward a copy of the 60-day delinquent letter to the case manager as notification of non-payment on the account and possible termination of services after 30 days, if the account is 90 days delinquent.

4. The parent may make a written request for consideration of a parental contribution reduction, waiver, or suspension at any time, but not later than 30 (thirty) calendar days following receipt of the 90 (ninety) day termination letter. CSA staff shall render a decision in writing within five (5) business days of receipt of a request. The CSA staff decision may be appealed by the parents per local "Appeals of FAPT Decisions" policy.
5. CSA staff will inform the case manager prior to termination of services.
6. CSA staff will notify the provider(s) of impending purchase order termination.
7. CSA staff will notify Finance staff to terminate the purchase order as of the 15th day after the 90-day delinquent letter is mailed to the parent/guardian.
8. CSA staff will notify FAPT that services will be terminated by placing a note in Harmony that services will be terminated as of the 30th day after the 90-day delinquent letter is mailed to the parent/guardian. Further CSA funded services may not be approved until full payment has been received.

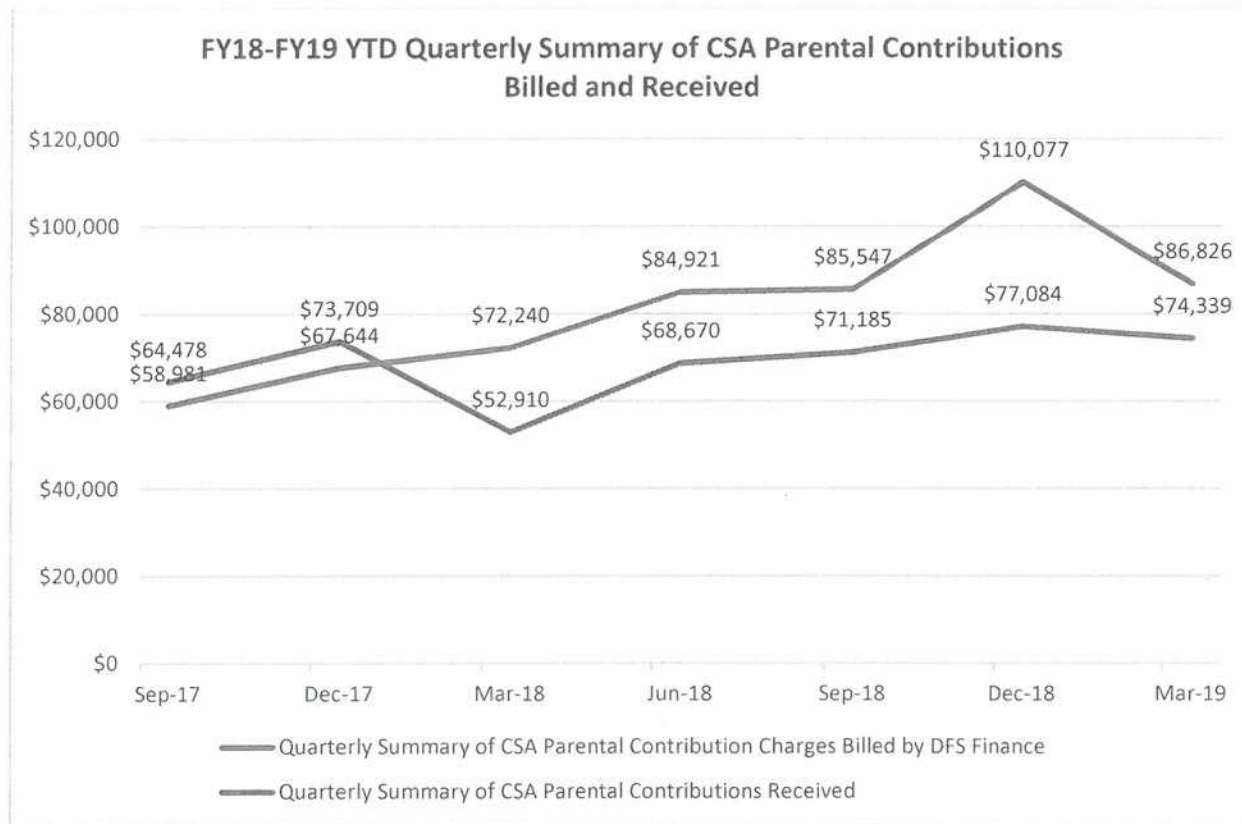
After CSA staff review, a list of accounts that should be sent to collections of inactive delinquent accounts will be compiled and may be forwarded to the Office for Children's Services according to state policy.

Per Administrative Memo #17-05 from the Office of Children's Services, dated October 5, 2017:

Pursuant to subdivision 3 of § 2.2-5206, Code of Virginia, Community Policy and Management Teams shall enter into agreements with the parents or legal guardians of children receiving services under the Children's Services Act. The Office of Children's Services shall be a party to any such agreement. If the parent or legal guardian fails or refuses to pay the agreed upon sum on a timely basis and a collection action cannot be referred to the Division of Child Support Enforcement of the Department of Social Services, upon the request of the CPMT, the Office of Children's Services shall make a claim against the parent or legal guardian for such payment through the Department of Law's Division of Debt Collection in the Office of the Attorney General.

Attachment 2 – Parental Contributions for Fiscal Years 2018 and 2019

FY18-FY19 YTD Quarterly Summary of CSA Parental Contributions Billed and Received				
Quarter	Parental Contributions Billed		Parental Contributions Received	
	FY2018	FY2019	FY2018	FY2019
Q1	\$58,981	\$85,547	\$64,478	\$71,185
Q2	\$67,644	\$110,077	\$73,709	\$77,084
Q3	\$72,240	\$86,826	\$52,910	\$74,339
Q4	\$84,921		\$68,670	
Total	\$283,786	\$282,450	\$259,767	\$222,608



MEMO TO THE CPMT

June 28, 2019

Information Item I – 3: Use of Children’s Services Act Funds for Kinship Guardianship Assistance Program (KinGAP)

ISSUE: The KinGAP policy is outlined in guidance from the Virginia Department of Social Services (VDSS, Child and Family Services Manual, E, Section 10, Achieving Permanency Goal Custody Transfer to Relatives). KinGAP may utilize CSA funds. This was approved by the general assembly effective as of July 1, 2018.

BACKGROUND: The permanency goal of Custody Transfer to Relatives establishes permanent, life-long connections for children and youth in foster care. When a child or youth cannot be returned to his or her parents or previous custodian, Fairfax Department of Family Services (DFS) shall explore transferring custody of the child or youth to a relative. The permanency goal of Adoption is considered a higher permanency goal to Custody Transfer to Relatives; however, if Adoption by Relatives is not feasible, transferring custody to a relative caregiver allows the child or youth to experience continuity in family relationships and cultural traditions.

KinGAP is an agreement between DFS and the relative caregiver. The agreement may provide Basic Maintenance, Enhanced Maintenance (through the Virginia Enhanced Maintenance Assessment Tool), Medicaid, and Non-Recurring Funds. Special Service payments are not included in KinGAP agreements. Those services need to be accessed through community resources or through the FAPT process in the locality where the family resides. The eligibility criteria for KinGAP includes the following:

- The youth must be in foster care and under the age of 18
- The relative caregiver (by blood, marriage, or adoption) must become approved foster/ adoptive parents and meet approval standards set forth in Foster Care guidance.
- KinGAP is to be considered for youth age 14 and older. However, the regional foster care consultant can grant approval for KinGAP for a youth under the age of 14.
- Members of a sibling group may be eligible for KinGAP if at least one is related to the relative caregivers.
- The youth must live in the relative home for at least 6 consecutive months.
- The goals of Return Home and Adoption are not achievable/appropriate for the youth.

The funding source for the KinGAP agreements follows the youth’s financial determination while in foster care. If the youth was Title IV-E eligible in foster care, the youth is automatically Title IV-E eligible for KinGAP. If the youth was non-Title IV-E while in foster care, CSA state pool funds are used for the basic maintenance and enhanced maintenance payments in the KinGAP agreement. The KinGAP agreement begins on the date of custody transfer and continues until the youth’s 18th birthday, but it may continue until the youth’s 21st birthday if the youth has a physical or mental disability and requires ongoing treatment or intervention.

ATTACHMENT: None

STAFF: Kamonya Omatete, MA CPM
Program Manager, Foster Care and Adoption

MEMO TO THE CPMT
June 28, 2019

Information Item I-5: Required CPMT Member Training

ISSUE:

Reminder to CPMT Members of Required Training

BACKGROUND:

Per local CSA policy approved by the Community Policy and Management Team, CPMT and CSA Management Team Members are required to complete the following SOC training:

- Introduction to Systems of Care;
- CSA Law and Policy.

Introduction to Systems of Care training is held three times a year, and CSA Law and Policy is held as needed.

Introduction to Systems of Care

Monday, July 22, 2019

9:00 a.m. – 11:30 a.m.

Government Center, Room 4/5
12000 Government Center Parkway

ATTACHMENT:

Introduction to Systems of Care July 22 training flyer (with registration instructions)

STAFF:

Jim Gillespie, Healthy Minds Fairfax Director

Introduction to Systems of Care

Monday, July 22, 2019

9:00 a.m. – 11:30 a.m.

**Government Center, Room 4/5
12000 Government Center Parkway**

This training will provide an overview of the Fairfax-Falls Church system of care - its philosophy, structure and implementation. Training participants will also learn about the System of Care Practice Standards and Family Support Partners. The Practice Standards represent the best practice guidelines to provide an integrated network of community-based services and supports to meet the physical, emotional, intellectual, cultural, and social needs of youth and families.

AUDIENCE

This is a CPMT required event for CSA case managers and supervisors including DFS-CYF staff, FCPS and FCCPS school social workers, FCPS-MAS staff, probation officers, and CSB therapists who work with the CSA program. Families and providers are invited and encouraged to attend.



LEARNING OBJECTIVES

Participants can expect to learn an overview of Systems of Care principles and Practice Standards, as well as information on Family Support Partners and NAMI.

REGISTRATION

County employees can register by clicking the following link or searching for "CSASOC" in Employee U:

<https://ffclearning.fairfaxcounty.gov/dl.aspx?id=006A9CA3679C458B98729C3B9CAA8BA3>

Individuals who do not have access to EmployeeU can register at:

<https://www.fairfaxcounty.gov/hocode/EReg/Registration.aspx?groupID=87>

For registration questions, please contact Patricia E. Arriaza at
patricia.arriaza@fairfaxcounty.gov or 703.324.8241

