

Newsletter

Children's Services Act Program

UPDATED CONSENT TO EXCHANGE INFORMATION FORM

We're happy to share that the CSA Consent Form has been updated to be a better, less confusing form for families to complete and you, as case managers, to explain.

Keeping families informed on how their information is being used is important to all of us, so the updated form clearly lays out which organizations will be exchanging client information. The list of records that may be shared has also been streamlined from 16 options to 8. This is hopefully less confusing for everyone.

And the best thing of all, the CSA Consent can now be in effect from the date of signature until the child reaches the age of 18 or until the end of the child and family's participation in CSA services. Case managers will no longer have to worry about keeping up with expired consents!

The updated Consent form is available on the CSA public and Sharepoint sites in seven languages—Arabic, Chinese, English,



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The form is titled "Fairfax-Falls Church Children's Services Act Consent to Exchange Confidential Information". It includes a header with logos for Healthy Minds Fairfax and CSA. The main body contains several sections:

- PRINTED NAME OF CHILD CLIENT:** A field for the child's name.
- PRINTED NAME OF PERSON CONSENTING:** A field for the parent or guardian's name.
- ROLE OF CONSENTING PERSON:** Radio button options for Self, Parent, Power of Attorney, Guardian/Custodian, and Authorized Representative.
- EMAIL OF CONSENTING PERSON:** A field for the contact email.
- CHILD CLIENT'S BIRTHDATE:** A field for the child's birthdate.
- CLIENT'S LEGAL ADDRESS:** A field for the address.
- I authorize the following organizations or individuals to disclose:** A list of organizations with checkboxes, including:
 - Multidisciplinary Service Planning Team (FDJL/PPD)
 - Family Assessment and Planning Team (FAPT)
 - Community Policy Management Team (CPMT)
 - Fairfax-Falls Church Community Services Board (CSB)
 - Fairfax Co. Department of Family Soc.
 - Fairfax Co. Health Department (HD)
 - Fairfax Co. Public Schools
 - Falls Church City Public Schools
 - Fairfax Juvenile Domestic Relations District Court
 - VA Office for Children's Services (OCS/VA)
 - Dept. Behavioral Health Development Soc. (DBHDS)
 - CSA in locality where the client resides (if any)
- ALL information below OR ONLY the information checked below:** A section with checkboxes for:
 - Substance Use Treatment Records (42CFR Part 2)
 - Medical Health Records
 - Mental Health Records
 - Revenue Justice Records
 - Financial Information
 - Federal State Benefits Records
 - Education Records
 - Social Services Records
 - Other (specify)
- For Services, Treatment, Payment, and Healthcare Operations; and For responding to local, state, or federal audits or reporting requirements; and The following purpose must be specified:** A field for the purpose of disclosure.
- Redisclosure:** A section explaining that if these records are protected by Federal Substance Use Confidentiality Regulations (42 CFR Part 2), the information may not be used to criminally investigate or prosecute substance use disorder patients, unless otherwise permitted by 42 CFR Part 2.
- I understand that:** A section with bullet points explaining the scope of the authorization, including that it may be cancelled at any time, that the parent has the right to know what information is shared, and that Virginia law requires the provision of certain information to OCS and DBHDS.
- SIGNATURE OF PERSON CONSENTING:** A line for the parent's signature.
- CHILD'S SIGNATURE (if applicable):** A line for the child's signature.
- Name of Person Explaining Form:** A field for the case manager's name.
- This authorization is in effect from the date of signature above until the child reaches the age of 18, OR until the end of the client's participation in CSA services, whichever comes first. O/U until:** A field for the end date.
- Footnote:** A note stating that if the child consents to their own treatment under VA 54.1-2949(E), including substance use, mental health, infectious disease, family planning, the child must also sign to release their own records.

Farsi, Korean, Spanish and Vietnamese. To watch a brief video that walks you through the updates to the form, please visit <https://youtu.be/F0Fed-i8ayl>.



Children's Services Act Office

Question or concerns? Please don't hesitate to let us know!

DFSCSA@fairfaxcounty.gov or 703.324.7938

FAIRFAX COUNTY YOUTH ADVISORY COUNCIL (YAC)



Healthy Minds Fairfax and JSSA are creating a Youth Advisory Council. The council will be made up of youth who are 14-22 years old who live in Fairfax County. Youth will also need to have lived experience navigating systems such as Foster Care, Juvenile Justice, mental/behavioral health programs and Homeless Services.

Participants will receive training and support to use their life expertise to inform and foster change in Fairfax County. Council Members will be asked to dedicate an average of seven hours a month and serve a one year term. Participants will attend in meetings, participate in trainings, share their experiences and opinions, and engage in advocacy opportunities. In return Council Members will receive:

- An hourly stipend of \$9.50
- Reimbursement for childcare expenses
- Assistance with transportation as needed
- Trainings on advocacy and leadership
- Marketable experience for future employment or education opportunities.

Applicants do not need any prior experience with clubs or on committees. Accommodations will be made to ensure anyone interested can complete the application process.

If you know a youth who would be interested, please contact Maddie Stewart-Boldin at mstewart-boldin@jss.org. Apply at www.jssa.org/healthymindsfairfax

HEALTHY MINDS FAIRFAX TRANSITIONS PROGRAM

JSSA provides care coordination, linkages to community resources and supports, and peer-to-peer support for transition-age youth (16-25 years of age) who are:

- Experiencing intensive needs across multitude life domains
- Not currently being served by other care coordination or case management programs.

The program is provided free of charge to any eligible residents of Fairfax County.

Program Features

- An individualized, strengths-based, team-based, collaborative approach to service coordination
- A youth-driven process that provides support for information and referral, skill training, and the development of sustainable resources and supports to meet identified needs
- A trained care coordinator to meet with the youth and develop a team to identify needs and strengths and facilitate connections to services and supports
- Access to peer support to assist youth in developing skills, knowledge, and abilities.

Visit www.jssa.org/healthymindsfairfax to make a referral. This program offered through a grant awarded by Health Minds Fairfax.

Flyers for the Transitions program and the Youth Advisory Council can be found at the end of the newsletter.



ALIGNING THE CANS WITH THE CSA SERVICE REQUEST

You have written a thoughtful, descriptive, and focused narrative in your CSA request that explains the needs, goals, and reason for requested services. You've gathered information from the family, the team and service providers to score the CANS—capturing the youth and family's strengths and areas of need. But are the CANS assessment and the CSA service request working together to accurately reflect the MAP developed by the team?

To ensure alignment across your documentation, it can be helpful to use the narrative to review the CANS assessment. Before closing the CANS in CANVaS, look at the scores and review them against what you have written. Does the CANS represent what the team discussed (MAP), the narrative you have written, and the strengths and intervention needs of the family?

If all the documentation is in alignment and the CANS is accurately depicting the reality of the situation then close the assessment and prepare the documents to come forward to CSA. This is a helpful way to ensure all the information provided is consistent and will best inform the Utilization Review team.

WELCOME ABOARD!

CSA is pleased to announce the addition of a new staff member to the team.

Tiffany Robinson, Utilization Review Specialist

Tiffany Robinson is a Licensed Marriage and Family Therapist and a state approved clinical supervisor with the Virginia Board of Counseling. She received her Master of Arts in Clinical Counseling psychology from LaSalle University and her Bachelor of Arts in Psychology with a Pre-Med minor from Hampton University. She has more than 10 years of experience in a variety of public, private, and community mental health agencies. For the last 5 years she served with the Fairfax-Falls Church Community Services Board, Youth and Family Division, on the Resource Team and as a behavioral health senior clinician. Prior to joining Fairfax County, Tiffany served as a therapist within the Inova Healthcare System in roles of school, homebased, and addictions counseling.

Her professional interests include mother-daughter attunement and bonding, inner child healing, self-of-the-therapist, and organizational empowerment and wellness. Tiffany works from a strength-based, empowering worldview and strongly believes in holding space for others. She enjoys partnering with new and aspiring clinicians as they build confidence and walk the journey towards clinical licensure.

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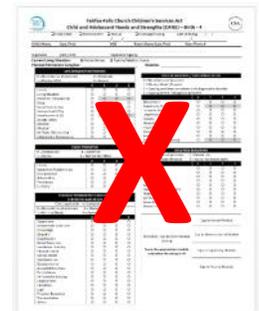
ENTERING CANS RATINGS IN CANVAS

Case managers are expected to enter CANS (Child and Adolescents Needs and Strengths) ratings into the state information system—CANVaS. Visit the Office for Children's Services website for CANVaS training videos and user manual — <https://www.csa.virginia.gov/Cans/Index>.

Creating a CANVaS account is easy ... just complete the [CANVaS New Case Manager Account form](#) and return it to CSA along with your CANS Training Certificate.

REMINDER: CANS "BUBBLE" FORMS NO LONGER BEING USED

As you know, the use of the state CANVaS system is required for all CANS assessments. Therefore, the CANS "bubble sheet" forms on the CSA website(s) were removed from the CSA websites on September 1, 2021. If you have not yet created a CANVaS account, please take the time to create one as soon as possible by following the steps outlined above.



UR CORNER

As so many of us are readjusting and settling back into our workspaces, we wanted to say, “thank you!” for the continued seamless collaboration and partnership. If you or your team are ever in need of an extra “thought-partner” for solution seeking, please keep us in mind for consultation.

**we can
help**

UR Staff

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Tiffany has a heart for service and enjoys volunteering. Outside of work, she volunteers with her Church’s youth ministry focusing on youth grades 6-8, and with community partners in providing food deliveries during the pandemic. Tiffany is mother to an amazing teenage daughter who keeps her on her toes and never lets a dull moment happen. She is also a daughter, sister, aunt, and dog owner. Tiffany enjoys spending time with nature, good food, music, laughter, spending time with family and learning new things. She also enjoys traveling and learning about other cultures.

RESIDENTIAL TREATMENT (RTC) PLACEMENT POLICY REMINDER

As of September 1, 2021, case managers who are placing youth in residential facilities need to complete the Department of Behavioral Health and Developmental Services’ (DBHDS) form when a child or youth has not been placed within 30 days of FAPT meeting and approval of such services.



Exceptions

An exception to the above requirement is made if a youth is placed in detention and/or if the team is attempting a community-based plan prior to pursuing residential treatment.

- ◆ For a youth who is placed in detention, the 30-day time count stops while the youth is placed in detention and resumes upon release from detention.
- ◆ For a youth whom FAPT has approved residential treatment and/or an intensive community-based plan and the team determines it is best to attempt community-based services first, the 30-day count begins when the team begins the search for residential treatment.



Questions/Concerns About Possible Fraud?

If you have concerns about service delivery, the Service Summaries distributed by CSA are a good mechanism for reporting those concerns. CSA program staff are also always available to discuss any questions or concerns you may have.

Additionally, a more formal process can be followed by contacting the Fairfax County Fraud Hotline at 703.787.3243 to report an allegation. The calls are reviewed and followed up on by the Internal Audit Office.



The CSA Newsletter is a Fairfax County, Va., publication.