



CHARLOTTESVILLE/ALBEMARLE
COMMISSION ON CHILDREN AND FAMILIES
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**CHARLOTTESVILLE/ALBEMARLE COMPREHENSIVE SERVICES (CSA)
PROGRAM INFORMATION UPDATE
JULY 22, 2008**

GREETINGS!!

Charlottesville/Albemarle CSA is undergoing a number of exciting processes and changes that we are looking forward to. The information contained here will provide you with brief summaries of the most significant and recent changes and updates that affect our daily operations and upcoming events related to local programming and services.

STAFFING CHANGES/TRANSITIONS INFORMATION

As many of you already know we have undergone staff changes in the UR and FAPT Coordinator positions within the last two months:

- **Crystal Lantz** accepted a promotion to the Director of Case Management Services with Region Ten. The process has been completed for the screening and hiring of her replacement as the CSA Utilization Review Manager. The new staff person will come on board August 1st. Until the orientation process has been completed, Tom Harrison and Cindy Stratton have divided up the staffing responsibilities for the position. We are looking forward to the additional staff.
- **Hallam Roth** resigned to attend UVA Law School. **Kimberly Johnson**, the new FAPT Coordinator as of June 3rd, comes to us from the Charlottesville/Albemarle Health Department where she was employed over the last ten years as ADAP/ Child Safety Seat Coordinator and Immunization Outreach Record Specialist. She is a Charlottesville native and resides in the City with her two sons and dog Gizmo. She attended PVCC and has received her A. S. with a concentration in Education. She intends to go on and complete education in either Teaching or Counseling. When not working she is very active with her Church, family and friends. Kimberly loves to read, watch movies, dance, sing, and hangout with her boys- Shermelle and Khason and Gizmo. **Contact information:** kjohnson@albemarle.org; 434/872-4565.

Concomitant with this transitional change, the FAPT Coordinator position is now full – time with additional UR support and CCF responsibilities.

POLICY/PROCEDURES/CLARIFICATION

- The CSA Committee, at its June 18th meeting, voted unanimously to allow the FAPT to authorize of expenditure of CSA funds until such time as the current system evaluation process is completed and final recommendations for structure, role and program changes are completed and approved and adopted. The Fiscal Subcommittee will continue to review expenditures with an abbreviated summary. In light of this change, they have asked that item number 43 of the I.F.S.P. be more specific with regard to what the plans for step down, transition and discharge planning; to state any known timeframes and goals for and completion of services being provided.
- The CSA Committee has approved and signed an agreement between partner agencies: <http://www.ccfinfo.org/NewPages/fapt.html>. Region Ten Community Services Board and the 16th District Court Services Unit have been designated to enter into agreements and provide case management for parental placements in Charlottesville and Albemarle.

The agreement outlines the roles and consultation/support available to the Community Services Board and the Court Services Unit in the process of parental placements.

The FAPT has guidelines for deeming a child to meet the CHINServices criteria to be eligible for parent initiated services, if this has not already determined by the Court.

All parental placements **and/or** parent initiated requests for **Community Based Services** for CHINServices will be staffed through the FAPT and guidelines are available to case managers and other stakeholders on the CSA webpage: <http://www.ccfinfo.org/NewPages/fapt.html>.

Requests for Community Based services need to meet the criteria for foster care prevention as one of the conditions. Since that determination is made by the Department of Social Services, a non – DSS case manager should consult with the appropriate DSS designee noted below:

- Charlottesville Department of Social Services: ***Dana Neidley of David Dyer***
- Albemarle County Department of Social Services: ***Cheryl Lewis or Phyllis Savides***

The CSA office will determine parental contribution for the services and forward a copy of the agreement to the DSS fiscal office as noted below:

Charlottesville Department of Social Services: ***Stacie Asbury***
Albemarle County Department of Social Services: ***Kevin Wasilewski***

The additional policies and procedures do not change the procedures for other categories of services (i.e. Foster Care, Foster Care Prevention under DSS, Special Education, or CSA non – mandated funding for Court Services).

Should you have any questions please contact your respective Foster Care Supervisor or the CSA Coordinator.

■ The CSA Committee, on May 21, 2008 approved the recommendations of the Fiscal Subcommittee as noted below:

1. Fees for Region Ten case management services for eligible and non-mandated youth which are outside the scope of Region Ten's routine services can be paid for with CSA funds (a tiered rate for services has been reviewed and will be disseminated soon).
2. For a child receiving **adoption subsidy funding**, whose only CSA cost for educational services, the threshold for FAPT staffing for those educational services will be \$7,000.
3. The amount of parental co-pay will be determined using the Virginia Department of Child Support Enforcement Guidelines. Parents will be assessed 100% of the recommended obligation payment amount for children placed outside of the home. Parents will be assessed 35% of the recommended obligation payment amount for children who remain in their homes. In either case, the parental co-pay shall not exceed the cost of services.

NOTE: These policy/procedure changes have not been incorporated in the current local CSA Policy Manual that is on our website. We will make every effort to keep you abreast, in a timely manner of changes that affect funding requests, etc.

PROGRAMMING

Systems Evaluation/Process Improvement Team

Many of you have participated in a survey that was done as part of our efforts to review current CSA operations and processes. We thank you for taking the time to be a part of our endeavor to monitor and improve the way we do business and provide the best possible services to the children and families of Charlottesville/Albemarle. We are, under the guidance of **Maryfrances Porter, CCF Intervention Team Leader** working with the University of Virginia Economics Department and additional intern support initiatives, conducting a long – term analysis of financial and program systems and operations. We anticipate some preliminary information by the end of the summer and are looking forward to sharing it with all community stakeholders.

Child and Adolescent Needs and Strengths Assessment (CANS)

The **CANS**, developed by Dr. John S. Lyons, Ph.D., is a child and family assessment instrument to help plan and manage services for children and their families at both an individual and system of care level. This uniform assessment tool replaces the CAFAS that we have used for a number of years; after much analysis and review at the State level. It is believed that the **CANS** helps guide service planning, track child and family outcomes promote resource development and support decision making more effectively. Please use the link to view more detailed information on this process and tools:

http://www.csa.state.va.us/html/systems_of_care/cans.cfm. We are currently in the process of designating agency representatives to assist in the implementation of this new uniform assessment system and getting the information up on the CSA website. Should you have questions, please contact the CSA office at 434/872-4562.

Systems of Care:

The Program Subcommittee, along with CCF's Systems of Care Leadership Team have been working to integrate the Systems of Care philosophy of services that are **child centered, family driven, strengths based, culturally competent, and locally based**. Currently, the community is piloting two systems of care oriented cases using a care coordination methodology. The Program Subcommittee is working with Region Ten to develop a Care Coordinator position description.

Assessment and Diagnostic Program:

As a result of the recommendations made by the Program Subcommittee, Region Ten is in the process of launching an outpatient assessment and diagnostic program, which is expected to be operational in September.

GENERAL INFORMATION

The CSA office has recently provided service providers with information on the current fiscal year's requirements related to purchase of CSA funded services. Please use this link to access this document as you continue to make arrangements with service providers for the children and families of our area: http://www.ccfinfo.org/NewPages/csa_vendorterms.html

There are a number of State initiatives and legislative changes as well as Systems of Care implementation that affect the localities' efforts to shift from residential to community based services planning and provision. We again, will make every effort to keep you informed as we try to determine the impact of and implement program improvements. For more detailed information, please go to this site: http://www.csa.state.va.us/html/systems_of_care/systems_of_care.cfm.

For more detailed information on local initiatives and projects related to Systems of Care or the CSA Systems Evaluation, please contact **Maryfrances Porter, CCF Intervention Team Leader**, at 872-4546 or mporter@albemarle.org.