

# FREDERICK COUNTY CPMT AGENDA

May 21, 2018  
1:00 PM  
107 N Kent St  
Winchester, VA  
1<sup>st</sup> Floor Conference Room

## Agenda

- I. Introductions
- II. Adoption of April Agenda
- III. Audit Entrance Conference
- IV. Consent Agenda-See Memo for details
  - A. Approve April Minutes
  - B. Approve Budget Request Forms
- V. Executive Session
  - A. As necessary
- VI. Committee Member Announcements
  - A. As Needed
- VII. CSA Report Jackie Jury
  - A. April Financial Report
  - B. CSA Updates
    1. HFW ICC Expansion Grant Update
    2. Grafton Group Home Only Proposal
    3. CPMT Member Nominations
    4. Service Gap Survey
- VIII. Old Business
  - A. Kinship Guardianship Assistance Program Jackie Jury
- IX. New Business
  - A. CSA Policy and Procedure Manual Draft Jackie Jury
- X. Review Assigned Tasks
- XI. Next Meetings
  - A. CPMT June 25, 2018, 1<sup>st</sup> Floor Conference Room- See Memo for future dates
  - B. Joint FAPT/CPMT May 22, 2018, 1:00 p.m. CSA Conference Room- **CANCELLED** due limited number of FAPT meetings and high number of cases needing review.
- XII. Adjourn

**\*\*Instructions for Closed Session:**

- Motion to convene in Executive Session pursuant to 2.2-3711(A)(4) and (15), and in accordance with the provisions of 2.2-5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the Family Assessment and Planning Team and the Child & Family Team Meeting process, and whose case is being assessed by this team or reviewed by the Community Management and Policy Team
- Motion to return to open session-
- Motion that the Frederick County CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.
- Roll Call Affirmation
- Motion to Approve cases discussed in Executive Session



# COMMONWEALTH of VIRGINIA

## OFFICE OF CHILDREN'S SERVICES *Administering the Children's Services Act*

SCOTT REINER, M.S.  
Executive Director

May 3, 2018

Michele Sandy, CPMT Chair  
Frederick County Public Schools  
1415 Amherst Street  
Winchester, VA 22601

RE: Fredrick County CSA Program Audit, File No. 12-2018

Dear Ms. Sandy,

The Office of Children's Services (OCS) is initiating a financial/compliance audit of Fredrick County, locally administered Children's Services Act (CSA) program. An entrance conference is scheduled for Monday, May 21, 2018 at 1:00pm located at 107 N. Kent Street, Winchester, VA 22601 to discuss the specifics of the audit. Fieldwork will begin Wednesday, May 30, 2018 and last approximately three days. The period of review for this audit is May 1, 2017- April 30, 2018

This will be a full-scope audit of the administrative, program, and fiscal activities governed by the local Community Policy and Management Team (CPMT), and will address the following objectives:

- (1) Assessing the adequacy of CSA risk management, control, and governance processes.
- (2) Reviewing operations to determine whether established goals and objectives of CSA are accomplished.
- (3) Evaluating the extent of compliance with applicable CSA laws, statutes, regulations, policies, procedures, plans, etc.
- (4) Appraising the adequacy of internal controls over the reliability and integrity of information.
- (5) Ascertaining the adequacy of controls to safeguard assets and data.
- (6) Evaluating whether assets are used effectively and efficiently; recommending operational improvements.

It may be determined during the planning phase of the audit that some of the objectives may not be required for the particular function to be audited.

Michele Sandy, CPMT Chair

May 3, 2018

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We would appreciate it if you could have the following materials available at the entrance conference or before:

- (1) Documentation of a strategic plan and/or stated goals and objectives.
- (2) Written policies and procedures established by the local CPMT.
- (3) Narratives or flowcharts that describe the manner in which the program performs its functions.
- (4) An organization chart demonstrating the local program's CSA structure.
- (5) Most recent audit reports and management letters issued by independent auditors, internal auditors, Auditor of Public Accounts (APA), and other state agency audits/reviews (i.e. Title IV-E).
- (6) Any corrective action plans developed in response to audit reports previously referenced.

If you have any questions regarding this engagement, please contact me at (804) 662-9816.

Sincerely,



Annette E. Larkin, MBA

Program Auditor

Cc: Scott Reiner, Executive Director  
Kris Tierney, County Administrator  
Sharon Kibler, CPMT Fiscal Agent  
and Assistant Director of Finance  
Ms., Jackie Jury CSA Coordinator  
Stephanie S. Bacote, OCS Audit Manager

## Documents needed for the audit

1. Policy and procedure manual
  - a. By-Laws of the CPMT
  - b. Mission Statement
  - c. Strategic Plan
  - d. Contact information
  - e. Dates of Tenure
  - f. Code of Ethics
  - g. Operational policies
  - h. Fiscal policies (expenditure payment and reimbursements, budget monitoring , contracting of services, purchase of services, financial reporting)
  - i. Quality assurance policy
  - j. Accountability policy
  - k. Due process policy
  - l. FAPT Referral Policy
  - m. UM/UR plan and policy
  - n. ICC policy
  - o. SPED Policy
  - p. Record Retention Policy
  - q. Data Security Policy
  - r. Student receiving congregate education services / or any student receiving private day education services
2. CPMT Board Minutes between May 1, 2017 – April 30, 2018 Please included all attachments (i.e. report presented to the Board)
3. 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)
4. 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)
5. Copies of the Statement of Conflict/Economic Interest for persons identified to complete form
  6. Utilization Management Reports
  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. Please provide me w/ a listing of ICC cases if your locality has any.
  10. Status of Quality Improvement Plan (QIP) form previous audit (report date 5/20/13)

## **CPMT Meeting Minutes: Monday April 23, 2018**

The Community Policy and Management Team (CPMT) Committee met on March 26, 2018 at 1:00 p.m. in the first-floor conference room at Frederick County Government Offices Administration Building, 107 North Kent Street, Winchester, VA 22601.

### ***The following members were present:***

- Jay Tibbs, Frederick County Government
- Peter Roussos, Court Services Unit
- Michele Sandy, Frederick County Public Schools
- Dr. Colin M. Greene, Lord Fairfax District Health Department
- Dana Bowman, Children Service of Virginia
- Mark Gleason, Northwestern Community Services Board
- Tamara Green, Frederick County DSS

### ***The following members were not present:***

- Dawn Robbins, Parent Representative

### ***The following non-members were present:***

- Jacquelynn Jury, CSA Coordinator
- Annie Kennedy, CSA Account Specialist

***Call to Order:*** Michele Sandy called the meeting to order at 1:03pm.

***Adoption of April Agenda:*** Tamara Green made a motion to adopt the April agenda; Dana Bowman seconded; CPMT approved.

***Consent Agenda:*** The following items were put in the Consent Agenda for CPMT's approval:

- March 26<sup>th</sup> CPMT Minutes
- Budget Request Forms – Confidential Under HIPAA

***Adoption of March Minutes:*** Tamara Green made a motion to approve the March minutes; Jay Tibbs seconded; the CPMT approved.

***Adoption of Budget Request Forms:*** Dana Bowman made a motion to approve the Budget Request Forms; Mark Gleason Seconded; the CPMT approved.

***Committee Member Announcements:*** None

***CSA Report:*** Fiscal Year 2018 Pool Reimbursement: March net expenditures were \$141,054.10 with a local match of \$55,324.16. Of the 126-youth served to date, 24 are in congregate care and 14 are in a TFC.

***Non-mandated Budget:*** The CSA Coordinator summarized the non-mandated budget for FY18 stating that \$10,750.00 has been encumbered with \$16,640.75 being spent.

### ***Office Updates:***

- HFW Wrap ICC Expansion Grant
  - o 8 of 25 targeted referrals have been made
  - o 3 more referrals will be made after April's CPMT approval
  - o Considerations for use of next year's capacity building funds are being reviewed. One consideration being discussed is the option of partnering with local organizations to bring The OpenTable model to the region for transition and continued support to ICC graduates.
  - o The Steering Committee is talking to the SOC committee about combining the two meetings, as their missions are similar. The members of the SOC committee include agency representatives that the Steering Committee has been trying to recruit. Discussion is occurring to determine a mutually agreeable meeting time.
- Policy & Procedure Manual
  - o CSA & partner agencies and other sections have been completed.
  - o The CSA Coordinator would like to form a committee to begin reviewing the manual in preparation for the audit.
    - The Policy & Procedure Manual will be emailed to CPMT members for review. Any corrections and/or recommendations are requested to be submitted to the CSA Coordinator by May 11<sup>th</sup>. Any changes will be completed, and a draft form submitted to CPMT in May for approval.
- Contracts
  - o FY19 contract season will begin soon.
- DSS Request
  - o DSS requested the attendance of Grafton at a CPMT meeting to discuss service gaps and community needs. The request was made, but they were not able attend due to scheduling conflicts. The CSA Coordinator will work with them to come in May or can get a smaller group together another time if CPMT would like.

### ***Old Business:***

- Legislation Updates
  - o Budget Amendment-HB5002 Committee Approved- Emphasizing the use of evidence based and trauma informed treatment
  - o HB1333-ER- Kinship Guardianship Assistance Program (KGAP)- Passed both houses- Creates a DSS program to provide support and resources to relatives who have agreed to be the permanency arrangement for eligible youth. Funding streams may be through CSA, Title IV-E, state funded maintenance, state special services payments, or nonrecurring expense payments. Specific administrative requirements have not been provided yet.
- VJCCCA
  - o Peter Roussos advised that every 1-2 years the VJCCCA has to be reviewed. There were individuals from the rural counties that expressed their concern on the

equal access of funds and services. Services were either not available or funding for those services were not available to those counties. As a result, a formula was implemented and has remained in effect. Frederick County, Clarke County, and Winchester City have been allocated \$128,000.00 a year. Some of these funds are used for 2 positions. It has been difficult selecting the right people for these positions. The rest of the funds will be used for substance abuse education, substance abuse treatment, anger management, and life skills. All youth that are involved with the court are eligible for these services. However, youth who are on diversion will be considered for these funded services first. Services will now be offered in-home. Mr. Roussos has requested a letter of endorsement from CPMT for VJCCCA.

- **Endorsement of VJCCCA:** Mark Gleason made a motion to endorse the VJCCCA funds; Tamara Green Seconded; the CPMT approved.

***New Business:***

- The parent representative and private provider representative positions are appointed in 2-year terms on even numbered years. Current terms are ending for both positions. CPMT members can choose to nominate the same members to the board if so desired. Both Dana Bowman, Private Provider Representative, and Dawn Robbins, Parent Representative have verbalized their desire to continue in the roles.
  - **Adoption of CPMT Members:** Mark Gleason made a motion to approve both CPMT members to continue their positions; Tamara Green Seconded; the CPMT approved.
- Administrative Memo #18-03- OCS has updated the account management system (AMS) which manages the CSA roster and access to the OCS online portal.
- Audit Entrance Conference- CSA has been notified of its upcoming audit to occur in June. The OCS auditor, Annette Larkin, will be attending the next May CPMT meeting to conduct the entrance conference.
- FY19 Contract season is beginning. For the prior 2 years, CPMT has approved an across the board increase of 3% in FY17 and 2% In FY18. FY18 rate increase was based on the Frederick County pay increase approved by the board. If we follow suit this year, FY19 rate increase across the board would be 3%. The CSA Coordinator is requesting motion to approve a rate increase for FY19 in order to begin the contract process. Full contracts must be completed for FY19, as possible renewals have expired. All vendors must meet ASAM criteria.
  - **Adoption of FY19 Contract Rate Increase:** Mark Gleason made a motion to approve the FY19 contract rate increase of 3%. Anything over the 3% increase will need brought to CPMT individually for approval; Peter Roussos Seconded; the CPMT approved.

***Review Assigned Tasks:***

- The CSA Coordinator will see if she has a letter of endorsement for the VJCCCA. If so, she will forward the letter to Michele Sandy for completion.
- The Policy & Procedure Manual will be emailed to CPMT members for review.
- Letters of re-nomination for CPMT members need completed.



***Next Meeting:*** The next CPMT meeting is Monday, June 25<sup>th</sup> at 1:00 p.m. in the First Floor Conference Room in the Frederick County Government Offices Administration Building. Joint FAPT/CPMT meeting will be held Tuesday, July 24, 2018 in the CSA conference room on the 2<sup>nd</sup> Floor of the County Administration building from 1pm-2pm.

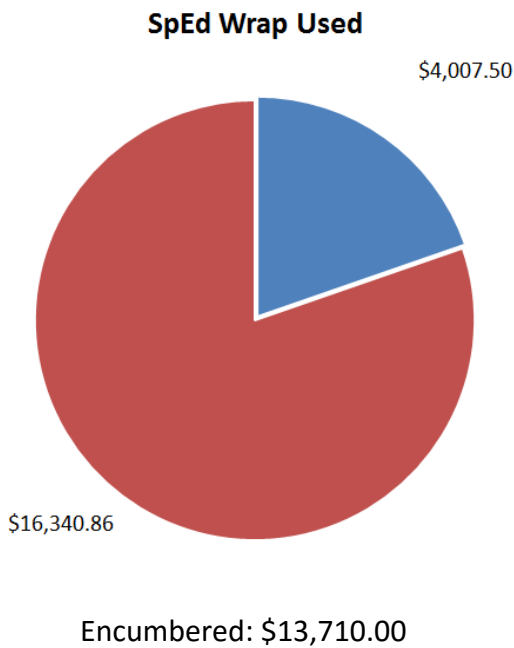
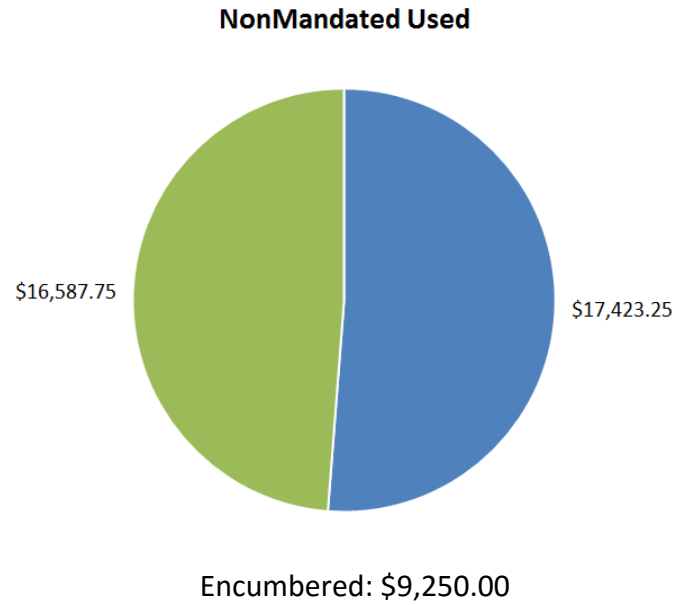
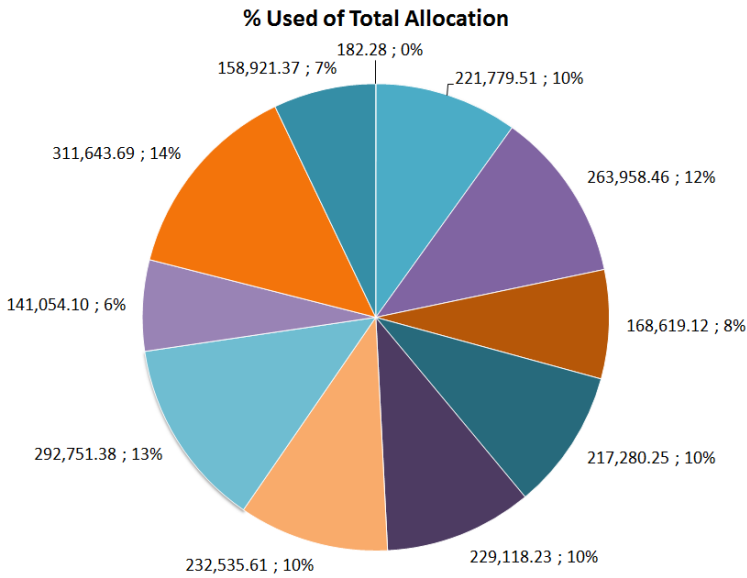
***Adjournment:*** Peter Roussos made a motion to adjourn; Dana Bowman seconded; the CPMT approved. The meeting was adjourned at 1:55pm.

***Minutes Completed By:*** Annie Kennedy



# Frederick County CSA Update | March 2018

YTD Total Expenditures  
# of Reports Submitted:  
10



#### Expenditure Breakdown:

- YTD Total Net: \$2,078,992.63
- YTD Local Net: \$859,649.57

#### Actual Balances as of 5/16/18:

- Total w/o Wrap: \$158,921.37
- Non-Mandated: \$16,087.75
- SpEd Wrap: \$15,163.36

CSA Updates:

*HFW Wrap ICC Expansion Grant*

- 9 of 25 Referral
- 5 from Frederick County

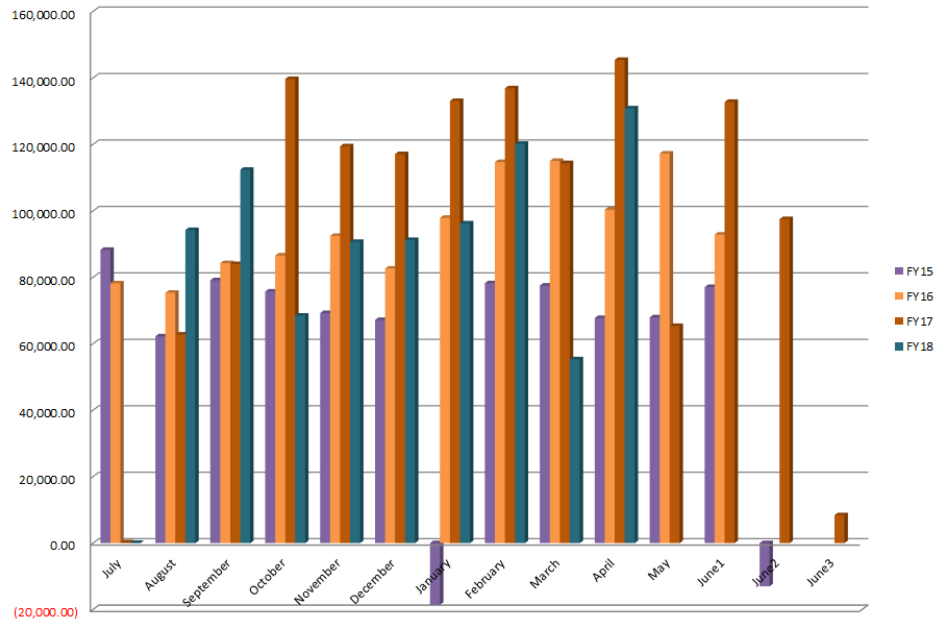
*Policy & Procedure Manual*

- Edits were incorporated from CPMT feedback received by 2 members

*Contracts*

- Revisions being made

Monthly Local Share Expenditures

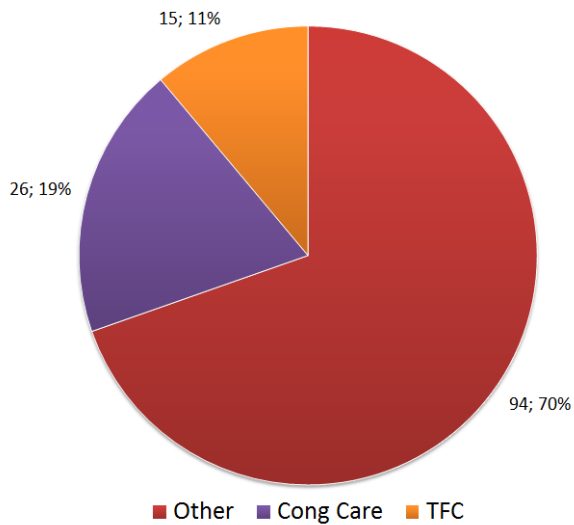


April Expenditures:

Net Total: \$311,643.69

Net Local: \$130,849.31

Placement Environment



Unduplicated Child Count Served to Date:

135

Youth in Congregate Care to Date: 26

Youth in TFC to Date: 15

#72

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Wednesday, April 26, 2017 1:29:56 PM  
**Last Modified:** Wednesday, April 26, 2017 1:55:06 PM  
**Time Spent:** 00:25:09  
**IP Address:** 107.0.83.58

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Page 2: LOCALITY & CONTACT PERSON INFORMATION

**Q1 Locality?** **Frederick**

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Page 3: LOCALITY & CONTACT PERSON INFORMATION

**Q2 Name?**

Jackie Jury

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Page 4: LOCALITY & CONTACT PERSON INFORMATION

**Q3 Title?**

CSA Coordinator

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Page 5: LOCALITY & CONTACT PERSON INFORMATION

**Q4 Telephone Number Including Area Code (XXX-XXX-XXXX)?**

540-722-8395

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Page 6: LOCALITY & CONTACT PERSON INFORMATION

**Q5 E-mail Address?**

jjury@fcva.us

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Page 7: Critical Service Gaps

**Q6 Residential Services** **Respondent skipped this question**

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**Q7 Community-Based Behavioral Health Services** **Medication Management**

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## CSA Service Gap Survey

**Q8** Foster Care Services

**Family Foster Care Homes**

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**Q9** Family Support Services

**Transportation to access services**

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**Q10** Educational Services

**Respondent skipped this question**

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**Q11** Crisis Services

**Crisis Intervention and/or Crisis Stabilization**  
**Acute Psychiatric Hospitalization**

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**Q12** Other Services

**Respondent skipped this question**

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Page 8: Critical Service Gaps - Populations

**Q13** Are there any specific populations where there are gaps in Short-term Diagnostic services in your locality? (Please choose all that apply)

**Respondent skipped this question**

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Page 9: Critical Service Gaps - Age Groups

**Q14** Are there any specific age groups where there are gaps in Short-term Diagnostic services? (Please choose all that apply)

**Respondent skipped this question**

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Page 10: Critical Service Gaps - Populations

**Q15** Are there any specific populations where there are gaps in Group Home services in your locality? (Please choose all that apply)

**Respondent skipped this question**

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Page 11: Critical Service Gaps - Age Groups

**Q16** Are there any specific age groups where there are gaps in Group Home services? (Please choose all that apply)

**Respondent skipped this question**

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Page 12: Critical Service Gaps - Populations

**Q17** Are there any specific populations where there are gaps in Residential Treatment services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 13: Critical Service Gaps - Age Groups

**Q18** Are there any specific age groups where there are gaps in Residential Treatment services? (Please choose all that apply)

Respondent skipped this question

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Page 14: Critical Service Gaps - Populations

**Q19** Are there any specific populations where there are gaps in Assessment services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 15: Critical Service Gaps - Age Groups

**Q20** Are there any specific age groups where there are gaps in Assessment services? (Please choose all that apply)

Respondent skipped this question

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Page 16: Critical Service Gaps - Populations

**Q21** Are there any specific populations where there are gaps in Group Therapy services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 17: Critical Service Gaps - Age Groups

**Q22** Are there any specific age groups where there are gaps in Group Therapy services? (Please choose all that apply)

Respondent skipped this question

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Page 18: Critical Service Gaps - Populations

**Q23** Are there any specific populations where there are gaps in Family Therapy services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 19: Critical Service Gaps - Age Groups

**Q24** Are there any specific age groups where there are gaps in Family Therapy services? (Please choose all that apply) **Respondent skipped this question**

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Page 20: Critical Service Gaps - Populations

**Q25** Are there any specific populations where there are gaps in Intensive In-Home services in your locality? (Please choose all that apply) **Respondent skipped this question**

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Page 21: Critical Service Gaps - Age Groups

**Q26** Are there any specific age groups where there are gaps in Intensive In-Home services? (Please choose all that apply) **Respondent skipped this question**

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Page 22: Critical Service Gaps - Populations

**Q27** Are there any specific populations where there are gaps in Therapeutic Day Treatment services in your locality? (Please choose all that apply) **Respondent skipped this question**

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Page 23: Critical Service Gaps - Age Groups

**Q28** Are there any specific age groups where there are gaps in Therapeutic Day Treatment services? (Please choose all that apply) **Respondent skipped this question**

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Page 24: Critical Service Gaps - Populations

**Q29** Are there any specific populations where there are gaps in Case Management services in your locality? (Please choose all that apply) **Respondent skipped this question**

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Page 25: Critical Service Gaps - Age Groups

**Q30** Are there any specific age groups where there are gaps in Case Management services? (Please choose all that apply) **Respondent skipped this question**

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Page 26: Critical Service Gaps - Populations

## CSA Service Gap Survey

**Q31** Are there any specific populations where there are gaps in Medication Management services in your locality? (Please choose all that apply)

**Youth with Multiple Mental Health Diagnoses**

Other (please specify):

Medicaid providers

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Page 27: Critical Service Gaps - Age Groups

**Q32** Are there any specific age groups where there are gaps in Medication Management services? (Please choose all that apply)

**No, there are not any specific age groups**

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Page 28: Critical Service Gaps - Populations

**Q33** Are there any specific populations where there are gaps in Applied Behavior Analysis services in your locality? (Please choose all that apply)

**Respondent skipped this question**

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Page 29: Critical Service Gaps - Age Groups

**Q34** Are there any specific age groups where there are gaps in Applied Behavior Analysis services? (Please choose all that apply)

**Respondent skipped this question**

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Page 30: Critical Service Gaps - Populations

**Q35** Are there any specific populations where there are gaps in Trauma Focused/Informed Services in your locality? (Please choose all that apply)

**Respondent skipped this question**

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Page 31: Critical Service Gaps - Age Groups

**Q36** Are there any specific age groups where there are gaps in Trauma Focused/Informed Services? (Please choose all that apply)

**Respondent skipped this question**

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Page 32: Critical Service Gaps - Populations



## CSA Service Gap Survey

**Q37** Are there any specific populations where there are gaps in Family Foster Care Homes services in your locality? (Please choose all that apply)

Autism, ,  
Intellectual Disability/Developmental Disability ,  
Potentially Disrupting or Disrupted Foster Care Placements ,  
Potentially Disrupting or Disrupted Adoptions ,  
Sex Offending/Sexually Reactive Behaviors ,  
Youth with Multiple Mental Health Diagnoses ,  
Youth Involved with the Juvenile Justice System ,  
Substance Abuse

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### Page 33: Critical Service Gaps - Age Groups

**Q38** Are there any specific age groups where there are gaps in Family Foster Care Homes services? (Please choose all that apply)

Pre-School Age (0-5),  
Elementary School Age (6-10),  
Middle School Age (11-13) ,  
High School Age (14-18)

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### Page 34: Critical Service Gaps - Populations

**Q39** Are there any specific populations where there are gaps in Therapeutic Foster Care Homes services in your locality? (Please choose all that apply)

Respondent skipped this question

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### Page 35: Critical Service Gaps - Age Groups

**Q40** Are there any specific age groups where there are gaps in Therapeutic Foster Care Homes services? (Please choose all that apply)

Respondent skipped this question

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### Page 36: Critical Service Gaps - Populations

CSA Service Gap Survey

**Q41** Are there any specific populations where there are gaps in Independent Living services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 37: Critical Service Gaps - Age Groups

**Q42** Are there any specific age groups where there are gaps in Independent Living services? (Please choose all that apply)

Respondent skipped this question

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Page 38: Critical Service Gaps - Populations

**Q43** Are there any specific populations where there are gaps in Family Partnership Facilitation services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 39: Critical Service Gaps - Age Groups

**Q44** Are there any specific age groups where there are gaps in Family Partnership Facilitation services? (Please choose all that apply)

Respondent skipped this question

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Page 40: Critical Service Gaps - Populations

**Q45** Are there any specific populations where there are gaps in Respite services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 41: Critical Service Gaps - Age Groups

**Q46** Are there any specific age groups where there are gaps in Respite services? (Please choose all that apply)

Respondent skipped this question

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Page 42: Critical Service Gaps - Populations

**Q47** Are there any specific populations where there are gaps in Transportation to access services in your locality? (Please choose all that apply)

No, there are not any specific populations

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Page 43: Critical Service Gaps - Age Groups

CSA Service Gap Survey

**Q48** Are there any specific age groups where there are gaps in Transportation to access services? (Please choose all that apply)

**No, there are not any specific age groups**

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Page 44: Critical Service Gaps - Populations

**Q49** Are there any specific populations where there are gaps in Intensive Care Coordination services in your locality? (Please choose all that apply)

**Respondent skipped this question**

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Page 45: Critical Service Gaps - Age Groups

**Q50** Are there any specific age groups where there are gaps in Intensive Care Coordination services? (Please choose all that apply)

**Respondent skipped this question**

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Page 46: Critical Service Gaps - Populations

**Q51** Are there any specific populations where there are gaps in Family Support Partner services in your locality? (Please choose all that apply)

**Respondent skipped this question**

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Page 47: Critical Service Gaps - Age Groups

**Q52** Are there any specific age groups where there are gaps in Family Support Partner services? (Please choose all that apply)

**Respondent skipped this question**

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Page 48: Critical Service Gaps - Populations

**Q53** Are there any specific populations where there are gaps in Child Mentoring services in your locality? (Please choose all that apply)

**Respondent skipped this question**

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Page 49: Critical Service Gaps - Age Groups

**Q54** Are there any specific age groups where there are gaps in Child Mentoring services? (Please choose all that apply)

**Respondent skipped this question**

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Page 50: Critical Service Gaps - Populations

CSA Service Gap Survey

**Q55** Are there any specific populations where there are gaps in Parent Coaching services in your locality?  
(Please choose all that apply)

Respondent skipped this question

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Page 51: Critical Service Gaps - Age Groups

**Q56** Are there any specific age groups where there are gaps in Parent Coaching services? (Please choose all that apply)

Respondent skipped this question

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Page 52: Critical Service Gaps - Populations

**Q57** Are there any specific populations where there are gaps in Private Day School services in your locality?  
(Please choose all that apply)

Respondent skipped this question

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Page 53: Critical Service Gaps - Age Groups

**Q58** Are there any specific age groups where there are gaps in Private Day School services? (Please choose all that apply)

Respondent skipped this question

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Page 54: Critical Service Gaps - Populations

**Q59** Are there any specific populations where there are gaps in Residential School services in your locality?  
(Please choose all that apply)

Respondent skipped this question

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Page 55: Critical Service Gaps - Age Groups

**Q60** Are there any specific age groups where there are gaps in Residential School services? (Please choose all that apply)

Respondent skipped this question

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Page 56: Critical Service Gaps - Populations

**Q61** Are there any specific populations where there are gaps in School-based Mental Health services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 57: Critical Service Gaps - Age Groups

## CSA Service Gap Survey

**Q62** Are there any specific age groups where there are gaps in School-based Mental Health services? (Please choose all that apply)

Respondent skipped this question

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### Page 58: Critical Service Gaps - Populations

**Q63** Are there any specific populations where there are gaps in Crisis Intervention and/or Stabilization services in your locality? (Please choose all that apply)

Potentially Disrupting or Disrupted Foster Care Placements

Potentially Disrupting or Disrupted Adoptions

Youth with Multiple Mental Health Diagnoses

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### Page 59: Critical Service Gaps - Age Groups

**Q64** Are there any specific age groups where there are gaps in Crisis Intervention and/or Stabilization services? (Please choose all that apply)

Pre-School Age (0-5),

Elementary School Age (6-10),

Middle School Age (11-13)

High School Age (14-18)

Transition Age (19-21)

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### Page 60: Critical Service Gaps - Populations

**Q65** Are there any specific populations where there are gaps in Acute Psychiatric Hospitalization services in your locality? (Please choose all that apply)

No, there are not any specific populations

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### Page 61: Critical Service Gaps - Age Groups

**Q66** Are there any specific age groups where there are gaps in Acute Psychiatric Hospitalization services? (Please choose all that apply)

Pre-School Age (0-5),

Elementary School Age (6-10),

Middle School Age (11-13)

High School Age (14-18)

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### Page 62: Critical Service Gaps - Populations

## CSA Service Gap Survey

**Q67** Are there any specific populations where there are gaps in {{ Q12.R1 }} services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 63: Critical Service Gaps - Age Groups

**Q68** Are there any specific age groups where there are gaps in {{ Q12.R1 }} services? (Please choose all that apply)

Respondent skipped this question

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Page 64: Critical Service Gaps - Populations

**Q69** Are there any specific populations where there are gaps in {{ Q12.R2 }} services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 65: Critical Service Gaps - Age Groups

**Q70** Are there any specific age groups where there are gaps in {{ Q12.R2 }} services? (Please choose all that apply)

Respondent skipped this question

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Page 66: Critical Service Gaps - Populations

**Q71** Are there any specific populations where there are gaps in {{ Q12.R3 }} services in your locality? (Please choose all that apply)

Respondent skipped this question

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Page 67: Critical Service Gaps - Age Groups

**Q72** Are there any specific age groups where there are gaps in {{ Q12.R3 }} services? (Please choose all that apply)

Respondent skipped this question

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Page 68: Barriers

**Q73** On a 5-point scale, with 1 being 'Not At All' and 5 being 'A Great Deal', please indicate the level of impact the following barriers have had on your community's ability to develop the services the you have identified. Also, please add specific comments under each barrier, as needed.

Need for greater collaboration and consensus

4

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**Q74** Comments:

Respondent skipped this question

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## CSA Service Gap Survey

**Q75 .**

Lack of funding 5

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**Q76 Comments:**

Unable to hire adequate staff to meet needs

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**Q77 .**

Provider availability 3

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**Q78 Comments:**

Not enough mental health services to meet the need

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**Q79 .**

Need more information and data 4

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**Q80 Comments:**

Respondent skipped this question

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**Q81 .**

Respondent skipped this question

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**Q82 Comments:**

Respondent skipped this question

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**Q83 .**

Respondent skipped this question

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**Q84 Comments:**

Respondent skipped this question

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Page 69: Changes to Community-Based Services Availability

**Q85** Has your locality initiated actions over the past year to address the perceived services barriers? Yes

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Page 70: Changes to Community-Based Services Availability

**Q86** What are those actions?

Implementation of PBIS in schools, developing mental health awareness

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Locality: Frederick  
Contact: Jackie Jury, CSA Coordinator  
E-mail: jjury@fcva.us  
Phone: 540-722-8395

- 1) For FY 2018, are there any new gaps in services identified that were not reported in FY 2017?

- Local Group Homes where youth can attend public school
- Medicaid providers who complete assessments and evaluations
- DBT

- 2) Have any of the gaps in services identified in FY 2017 been resolved in FY 2018?

No gaps have been resolved.

- 3) Have any of the barriers to providing services identified in FY 2017 increased or are there any new barriers identified for FY 2018?

An increase in the need for services have created staffing/capacity issues and waiting lists for Medicaid services.



4) Have any of the barriers to providing services identified in FY 2017 decreased or been resolved completely?

- There has been an increase in the identification of family foster care homes, however there is always a continuing need for these services.
- The region was awarded the SOC expansion grant which has improved access to ICC and FSP.

**Virginia Department of Social Services Broadcast**  
**May 9, 2018**  
**Announcement of Kinship Guardianship Program**

The purpose of this broadcast is to provide initial information regarding Virginia's Kinship Guardianship Assistance Program (KinGAP). On April 4, 2018, Governor Northam signed two bills into law giving authority to the Virginia Department of Social Services (VDSS) to implement KinGAP beginning July 1, 2018. VDSS is in the process of developing guidance for local departments of social services (LDSS) which will be made available in June. Additionally, VDSS plans to offer transmittal training for KinGAP through webinars in June. The webinar will also be made available through e-learning in the Virginia Learning Center so that the information presented in June will be available as needed in subsequent months.

**KinGAP is an additional permanency option for youth in foster care.** The program allows the relative caregivers to continue to receive financial support through maintenance payments after custody of the youth is transferred to the relative and the youth is discharged from foster care. Title IV-E eligible youth will continue to be eligible for title IV-E payments through KinGAP. Both IV-E eligible and CSA eligible youth will continue to be eligible for maintenance payments until their 18<sup>th</sup> birthday or, if eligible through Fostering Futures, until their 21<sup>st</sup> birthday.

In order for the youth and the family to be eligible, the following criteria shall be met:

- The youth shall be under 18 years of age prior to the transfer of custody to the relative.
- The youth shall be in the custody of the LDSS.
- Return Home and Adoption shall be determined to not be appropriate for the youth.
- The youth shall be living in the approved relative foster home for at least 6 consecutive months.
- The youth shall demonstrate a strong attachment to the relative caregiver(s) and the relative caregiver(s) will have a strong commitment to permanently caring for the youth.
- The youth shall be consulted regarding the transfer of custody to the relative if the youth is age 14 or older.
- The relative caregiver shall be related to the child through blood, marriage, or adoption.
- The kinship guardianship assistance agreement shall be signed prior to the transfer of custody.

The maintenance payments are required to be negotiated and will be negotiated through a process very similar to the adoption assistance process. The procedures for preparing the family, accessing KinGAP, and maintaining the KinGAP case will also be similar to that of adoption assistance cases.

Additional information regarding the program and upcoming transmittal training will be forthcoming through additional broadcasts and direct emails. There is also a page on [FUSION](#) that is dedicated to KinGAP and will be updated regularly with information regarding kinship care including tools, FAQs, etc. If you have any questions, please feel free to contact Lora Smith, Foster Care Policy Specialist at [lora.smith@dss.virginia.gov](mailto:lora.smith@dss.virginia.gov) or 804-726-7983.