CSA TODAY

A NEWSLETTER OF THE OFFICE OF CHILDREN'S SERVICES

Office of Children's Services

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Director's Blog

Scott Reiner, Executive Director

Once again, it is the time of year in Virginia when everything is covered in a "lovely shade" of green pollen and most everyone's allergies get a workout. But as we deal with that side of Spring, tulips are coming out of the ground, the weather is warming but not yet getting too hot and humid (I'll complain about that in the Summer edition of the Newsletter), and other signs of reemergence are occurring.

We are hopeful that the pandemic is really on the wane. We are returning to the energizing experiences of in-person activities and doing all we can to work together to achieve our respective personal and agency missions. At the Office of Children's Services, our mission is "Empowering Communities to Serve Youth."   In doing so, we strive to be responsive to emerging trends and concerns, the directions of the Governor and the General Assembly, and issues brought to us by our local partners. I will address a few of these topics in the remainder of my message in this edition of *CSA Today.*

As many (if not all) of you are aware, there is an emergent "crisis" related to children in foster care who are without suitable placements. This results in a temporary need to house them in local DSS offices, hotels, and on occasions, being "boarded" in a hospital emergency room.   These circumstances are generally harmful to the children and significantly strain local DSS agencies and staff. Detailing the contributing factors could fill many pages. In response, on April 1, Governor Youngkin convened the *Safe and Sound Task Force* under the leadership of Special Advisor for Children's Issues, Janet Kelly, and Secretary of Health and Human Resources, John Littel. The Task Force is an "all hands on deck" effort across government (local and state), services providers (public and private), the legal and advocacy communities, and others to implement strategies to resolve this issue, both in the short-term (90 days) and on a more "permanent" basis. While detailed plans are still in development as I write, active and enthusiastic collaborations and brainstorming are occurring. The Task Force is committed to having all children in acceptable placements by July 1. Local CSA programs play an important role in multidisciplinary case planning and facilitating appropriate funding to address the needs of these children and youth.   Stay tuned for more information as solutions are identified and implemented.

The Governor has signed two (identical) bills that change the requirements regarding parent representatives on local CSA teams (FAPT and CPMT). These changes remove the prohibition on parents employed in positions that involve serving youth from being appointed to the parent representative position.

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Director's Blog (continued)

The new language (effective July 1) says that where practicable, parent representatives not employed in public or private service provider programs are to be prioritized. This language will allow a broadening of who may legally serve, if no other individuals can be identified. Additionally, the legislation directs the State Executive Council to inventory current efforts to recruit and retain parent representatives to FAPT and CPMT and compile a list of best practices for "including and elevating parent voices," especially those with relevant lived experience, on these teams.

Finally, the workgroup considering the potential transfer of responsibility for private special education from CSA to the Department of Education continues its work. Representatives from public and private schools, local and state government, and advocacy groups are discussing the pros and cons, concerns, and solutions. The issues are complex, but everyone agrees that any future configuration needs to ensure that students with disabilities receive the services and supports necessary to thrive, regardless of the setting in which those services are provided. The report and specific recommendations are due to the General Assembly by November 1, 2022, for consideration in the 2023 session.

Thanks for reading. Until next time …..

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Virginia Public Service Recognition Week

May 1 – 7, 2022

The Office of Children's Services celebrates the immeasurable impact that community partners have on furthering the mission of your individual agencies and your communities. Public service takes many forms, whether through policy development, outreach programming, direct service delivery, etc. We recognize and celebrate the value of your role as public servants, knowing that your efforts make your communities better, safer, and stronger.

We offer a heartfelt "thank you" in honor of the important collective work you are doing today and every day.

OCS Office Hours
CANS Q&A

By Carol Wilson, Program Consultant

The spotlight was on *CANS* for April's OCS Office Hours! It was such a robust session that we're taking a break from the series on the CANVaS Reports in this edition of the newsletter, and focusing on some of the topics that arose during the Office Hours discussion. Please see the Q&A below reflecting some (but not all!) of that conversation.

Q. Is a Discharge CANS required for a child returned home at the 5-day hearing?

A. No. State Executive Council (SEC) Policy 3.6.5.H (3) requires an Initial CANS be completed for any child receiving CSA funded services; however, if the child receives services for less than 30 days, a Discharge CANS is not required.

Q. Who should complete the CANS when more than one agency is working with the child and family?

A. This was rarely a concern in the past, but now that local DSS are completing CANS for all In-Home (foster care prevention) cases, we are seeing duplication of CANS assessments. Only one case manager should be entering CANS into CANVaS for a child. As our Executive Director, Scott Reiner, pointed out, this question is an opportunity to think about the "child-centered" principle of the system of care. Which agency knows the child and family best? What needs are the most pressing? If two or more agencies are working with a child, those case managers should be routinely sharing information and the designated rater can incorporate all of that information into the assessment.

Often, it will fall to DSS to be the rater, as they have a specific version of the CANS (DSS-Enhanced) they must use. Remember, the child's referral source in CANVaS determines which version of the CANS is accessed. The child's referral source should always match the rater's agency to ensure you are rating the appropriate version.

Multiple CANS also become an issue when one agency ends services with a child and family and completes a Discharge CANS, but the child continues to receive CSA-funded services. Remember, Discharge CANS are done when a child exits all CSA-funded services, not when one agency's involvement ends or a specific service ends.

Q. When creating a new user account, what is the correct time frame for the account to be active?

A. Accounts should have a location end date no later than two years from the date of creation of the account. Of course, if a rater continues to need access, that date is revised.

Q. When a user leaves a locality, does the Local Administrator deactivate the CANVaS account as well as put an end date on the location?

A. Yes. The Local Administrator deactivates the account by accessing the user's profile, "unchecking" the "Active" box, and puts the user's last day of employment (or the day the Local Administrator learns the user is gone) for the location "end date." If a user relocates to another agency or locality, they must submit a "Request to Create a Case Manager" account form and have their new supervisor sign to indicate the user needs access to carry out the new job duties. The Local Administrator in the new locality will reactivate the case manager's account, update the information such as email address, and add the new locality.

Q. How can a Local Administrator double-check to make sure user accounts are closed when a case manager leaves?

A. There is an "Active Users" Report available in CANVaS for Local Administrators. On the "Reports" tab, select "User Reports" and then "Active Users." If a case manager is still listed who has left employment, access their profile to "uncheck" the "Active" box. Under the "Locations" tab, click on the name of the locality and put an end date. It's a good idea to monitor this report at least monthly.

Q. The User Agreement does not have a place for name, locality, and agency. Can those be added?

A. The print version of the User Agreement is not the official version of the Agreement. When a new account is created, the user must take several steps before the account is activated (e.g., create a new password). One of those steps is to read and then agree to the terms of the CANVaS User Agreement by checking a box under the online Agreement. The account does not activate unless the user agrees to the terms in the Agreement. However, the print version is available so users have another way to be aware of their responsibilities in using the system. For example, one of those responsibilities is to notify the Local (or State) Administrator when they leave employment. *Note*: For CANVaS Local Administrators (aka DSU/RAs), it's important that you do NOT check the "Active" box when creating an account.

Q. Is it correct that the Annual CANS for youth can be <u>either</u> the Comprehensive or the Reassessment version as long as it is stated in local policy or UM plan?

A. Yes. SEC Policy 3.6.5 requires a CANS be administered initially at the start of CSA-funded services, annually thereafter, and at discharge from CSA-funded services. The Annual CANS may be either the Reassessment or Comprehensive version of the CANS. Although not specifically required, a statement to this effect may be included in the local CPMT policy or Utilization Review/Management plan.

What's new? And a reminder.

OCS reported that in an effort to reflect inclusiveness, the gender designation field for users in CANVaS has been removed. The primary purpose of the user gender identification was to assist in locating individuals using the Global Search feature. The Global Search now contains only the user's name and email address. However, the best way to find a user who may have worked in another locality or a different agency is to search simply by last name, as the user's email address has likely changed from what was entered for their previous employment.

Reminder: Once a rater has recertified on the Praed CANS training site, it takes about 24 hours for the recertification information to update in CANVaS. Updates are not instantaneous; rather, they are done on a daily basis. If urgent, the CANVaS account may be updated manually by contacting the CANVaS Help Desk at 1-877-727-8329 or emailing canvas@rcrtechnology.com and providing a copy of the certification.

CSA Website Update!

We are pleased to share an updated **Information for Families** section of the CSA website:

https://csa.virginia.gov/Home/Parents/0

The Information for Families section includes the recently developed *Family Guide to CSA*, an updated *FAQ for Families* and a list of *Frequently Used Acronyms*. We also added a *Where Can I Go for Help* section. We encourage you to make these resources available to families you work with and please share with your system partners.

Did you hear? OCS is resuming the annual recognition award for Outstanding CSA Coordinators at the 2022 CSA Conference, November 1-2, 2022 in Roanoke, Virginia! Nominations are being accepted through Monday, August 1, 2022. So… CPMT Chairs, acknowledge the hard work and dedication of your CSA Coordinator.

All nominees will be announced at the conference. While prior recipients are not eligible to win again, CPMTs are encourage to submit nominations for their CSA Coordinator if he or she has not previously been an awardee. In case you missed the email notification on April 20th, the nomination criteria are listed below.

Outstanding CSA Coordinator

The individual should exemplify one or more of the following:

1. Collaborative Spirit (Collaborates with stakeholders, mentors/assist other CSA Coordinators and/or related organizations/entities).
2. Family Focus (Demonstrates and values family voice in the local CSA process).
3. Innovation (Creative ideas to improve effectiveness and efficiency of the program through new initiatives/practices).

Please provide specific, tangible examples of how the individual demonstrates collaborative spirit, a focus on families or innovative practices should be provided. For example, navigating through the pandemic was a major feat for us all. If your CSA Coordinator saw the pandemic as an opportunity to be innovative, or did something extraordinary, please share the details with the evaluations committee. The review committee consists of the following OCS Staff members: Annette Larkin, Program Auditor, Carol Wilson, Program Consultant, Courtney Sexton, Program Consultant, Kristy Wharton, Business Manager, and Nirjara Pillai, IT Business Analyst.

Nominations (2 pages maximum double-spaced) for the *Outstanding CSA Coordinator* must be submitted through the Community Policy and Management Team (CPMT) Chair or his/her designee via US mail addressed to Annette Larkin, Office of Children's Services 1604 Santa Rosa Road Suite 137, Richmond, VA 23229 no later than **Monday, August 1, 2022.**   Upon receipt of the nomination, an email will be sent to the CPMT Chair confirming the office has received the nomination. Remember, the letter must demonstrate how the CSA Coordinator meets one or more of the three above criteria.   Any submission received after **Monday, August 1, 2022** will not be considered. Faxes and or email submissions will not be accepted.

If you have any questions or concerns, please contact Annette Larkin at
annette.larkin@csa.virginia.gov
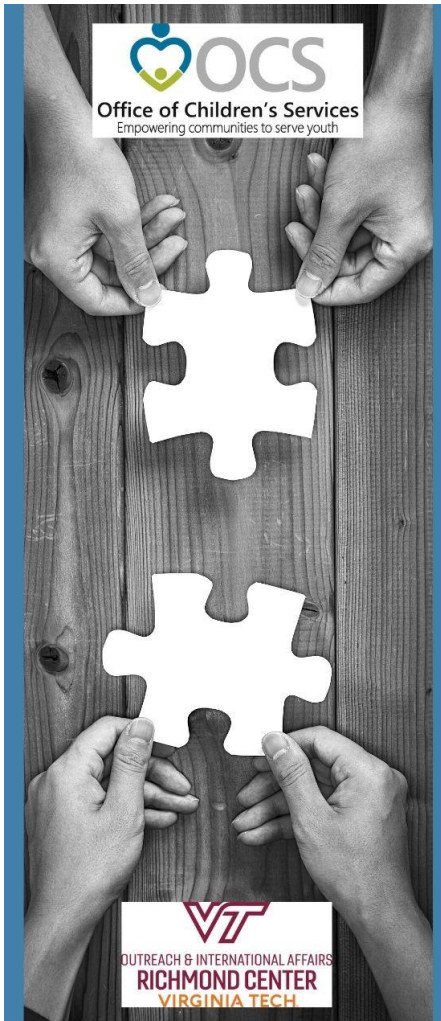
Save the Date
11th Annual Commonwealth of Virginia CSA Conference

Connections Matter

When: November 1 - 2, 2022

Where: The Hotel Roanoke & Conference Center in Roanoke, VA

FREE Pre-Conference Events on the afternoon of October 31, 2022:

Adaptive Leadership - CSA Coordinators
Strategic Planning - CPMT Members
(Registration required for all pre-conference sessions.)

For more information visit:
https://www.cpe.vt.edu/ocs/

OCS is seeking proposals to provide conference training sessions. The audience will be child-serving professionals from public sector agencies (e.g., child welfare, behavioral health, juvenile justice, and education), private service providers, as well as family advocates and representatives. Areas of interest include, but are not limited to: Evidence-Based Practices, Service Innovations/ Evidence-Based Programs, Self-Care, Local CSA Program Spotlight, Family-driven Practices, and Leadership Skills.

Sessions will be conducted in-person and should be 90 minutes in duration. However, there may be opportunities for presentations that would take place over two sessions (180 minutes in total).

All proposals are due by *June 30, 2022 (This is a change)*. Proposal acceptances will be sent out by *August 1, 2022*. Please send an email to csa.annualconference@csa.virginia.gov if you would like to submit a training proposal.

Follow us on Facebook (https://www.facebook.com/CSAOffice) and Twitter (https://twitter.com/CSAConferenceVA) for information on conference events.

Navigating the CQI Dashboard: What is my service mix?
By Carrie Thompson, Research Associate, Senior

Happy Spring! The sun is shining, the weather is getting warmer… what a great time to look at data. Engaging in data-informed decision making is a powerful practice for your CPMT. The CQI Dashboard provides a standardized way for all localities to dynamically review outcomes, volume, types of services provided, and money spent. Information on utilization and expenditures is now updated monthly. Taking a few moments each month to review the status and changes experienced within your locality helps to keep a finger on the pulse of your area, and supports proactive strategic planning.

This newsletter edition will review how to navigate to, and interpret areas of, service mix data.

Dashboard Home:
The most current version of the CSA CQI Dashboard can be accessed by clicking here, or by navigating to the Continuous Quality Improvement section of our website, under the Resources menu (https://csa.virginia.gov/Resources/ContinuousQualityImprovement). Select your locality from the Location menu dropdown.

Demographics/Utilization Menu:

YTD Distinct Child Count Through 4/15

Calculating Percent Change for Counts:
[# from newest period] – [# from oldest period]
_____
(divided by)
[# from oldest period]
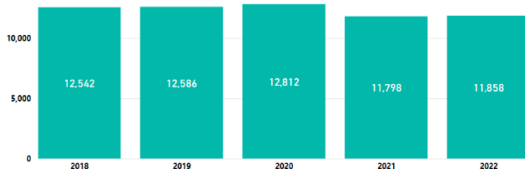
Use the YTD Distinct Child Count to compare apples to apples for in-progress fiscal years, to review the count for each, as of the month and day displayed in the title.

Imagine connecting a line across the top of each bar. How has the child count in your locality changed from year to year? Has it increased, decreased, or remained steady? Are these trends consistent with what you are seeing in your work?

How to filter by Mandate Type, Service Placement Type, Service Name or Expenditure Code:

Definitions of the different Mandate Types, Service Placement Types, Service Names and Expenditure Categories can be found on the CSA website in Guidance on the Resources menu, from the Funding and Financial Reporting link

Distinct Child Count By Service Place
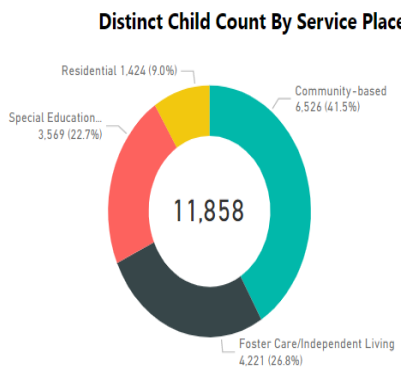
The Demographic/Utilization section of the Dashboard provides Category Types to choose from on the left menu. The Type selected will display blue (here, SPT), and will also display in the title for Distinct Child Count.

Clicking in a segment of the Distinct Child Count chart (the donut) will filter the other charts to only that Type. The selected Type will appear brighter than the unselected Types.

Select your desired Fiscal Year from the dropdown in the red Fiscal Year box. *Tip*: the number of children shown for the current year is a year-to-date count. For completed fiscal years, the number is the count for the entire year. Make sure you are comparing full fiscal year counts on this page if you want trends.

Here are statewide examples of Service Placement Type filtered to Residential, and ways to interpret what you see:

- What are the counts and percentages in your locality?
- How have things changed from year to year in your locality?
- Does the direction of the change (increase or decrease), or a lack of change, match the goals and objectives of your locality?

|	FY 2020	FY 2021	FY 2022
Distinct Child Count			
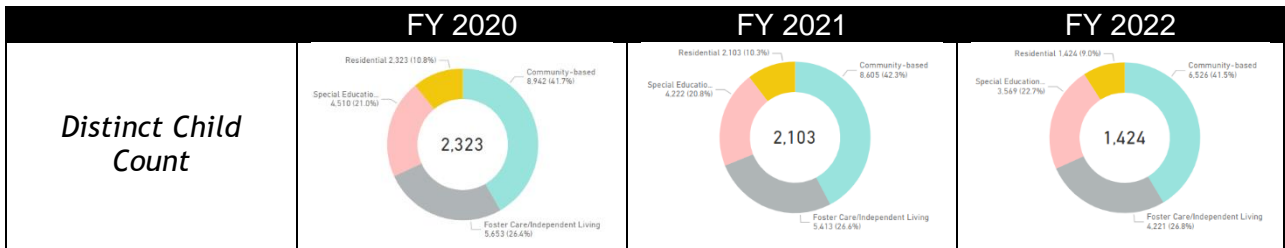
Here, you want to compare full fiscal years (FY2020 and FY2021). Children receiving Residential placement services decreased from 2,323 in FY2020 to 2,103 in FY2021 (decrease of 9%). FY2022 is not yet complete.

Service Mix			
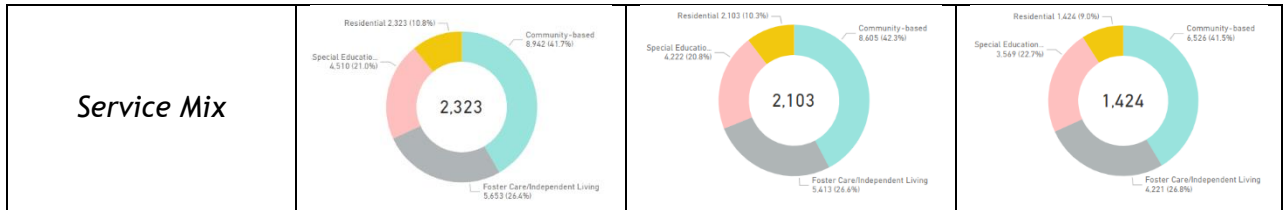
Comparing percentages from a partial year to a completed year is perfectly fine for these charts. Between FY2020 and FY2022 YTD, the Residential proportion decreased slightly (from about 11% to 9%). This decrease was offset by slight increases in Special Education and Foster Care/Independent Living (21% to 23%, and 26% to 27%, respectively).

Referral Source			
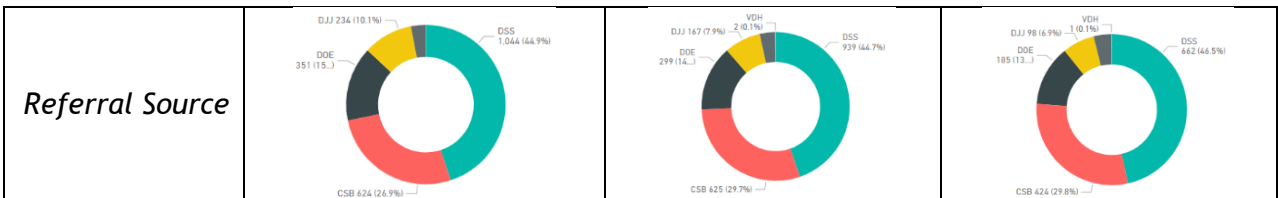
The proportion of referrals from DSS and CSB have increased, while proportions from DJJ and DOE have decreased over the last two and a half years.

Age			
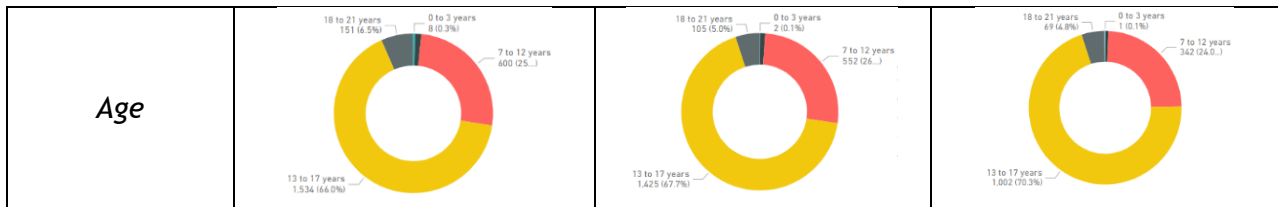
The largest group in Residential has consistently been youth between 13 and 17 years of age (from 66% to 70% between FY2020 and FY2022).

How do you use the CQI Dashboard? Send Carrie Thompson (carrie.thompson@csa.virginia.gov) your tips, questions, and suggestions for future content about navigating CSA data!

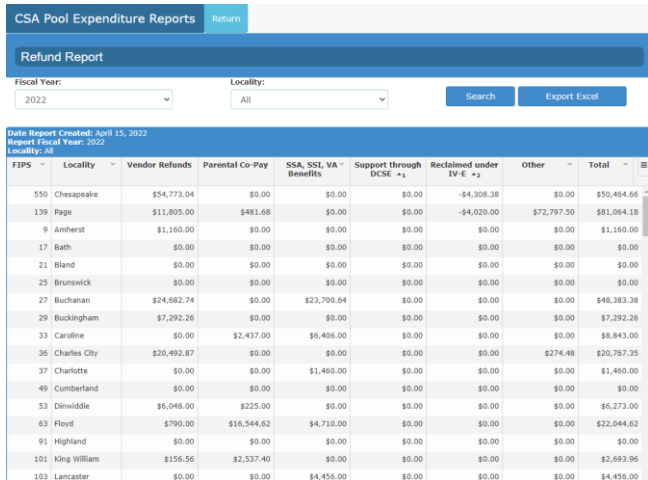**Auditor's Corner**

Program Quality Improvement:
Monitoring
Submitted By: Stephanie Bacote, Program Audit Manager

The Code of Virginia, Children's Services Act (CSA) § 2.2-5206 directs the Community Policy and Management Team (CPMT) to establish quality assurance and accountability procedures and ***monitor*** the expenditure of funds. Agency Risk Management and Internal Control Standards (ARMICS) established by the Virginia Department of Accounts defines *monitoring* as "the process of assessing the presence, functioning, and continuous improvement of internal control components. *Monitoring* is accomplished through ongoing management activities, separate evaluations, or both." Separate evaluations conducted by OCS program auditors have concluded that opportunities exist for CPMTs to improve *monitoring* activities, particularly financial reporting of refunds derived from child support collections and title IV-E adjustments.

In November 2018, OCS issued Administrative Memo #18-11 reminding localities of their obligation to report refunds of CSA Pool Fund expenditures on the Local Expenditure Data and Reimbursement System (LEDRS) filings. Of the thirty-eight audits completed in fiscal years 2020-2021, applicable refunds and/or adjustments were not properly collected and/or reported by 38.5% of audited entities. Often, local representatives were not aware of the reporting discrepancies and/or corrective solutions. Enhancement of existing CPMT monitoring activities is the first step towards program improvement in financial reporting and *monitoring* of CSA refunds. Listed below are a few suggestions.
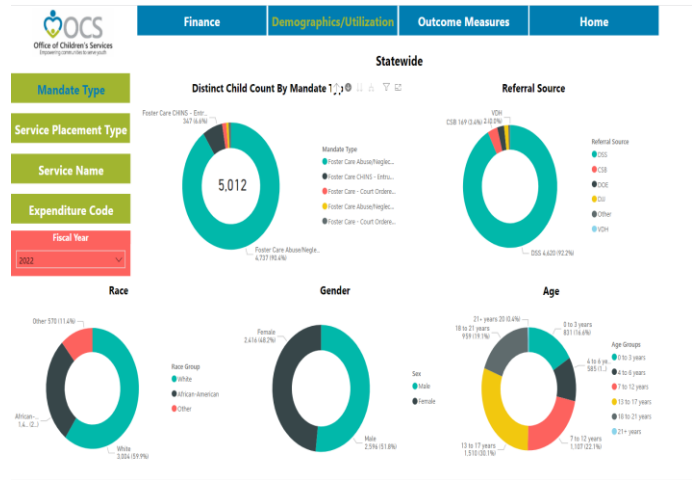
• CSA Pool Expenditures-Refund Report. Data is collected from the monthly pool fund reimbursement report that is then filed in LEDRS, aggregated, and presented year-to-date in the Refund Report (https://www.csa.virginia.gov/OCSPoolReports/PoolReports/RefundReport, Exhibit 1). Periodic reviews of this report in conjunction with demographic and utilization data available on the Continuous Quality Improvement Dashboard (CQI Dashboard, Exhibit 2) could alert the CPMT to anomalies in the data that may require further investigation. For example, localities with significant numbers of youth in foster care might expect some refunds under (Child) Support through DCSE. CPMT should then initiate appropriate action where necessary.

Exhibit 1

Exhibit 2

• External Audit/Review Reports: IV-E Quality Assurance Reviews. These reports often include findings with potential fiscal impact to CSA. For example, expenses that are determined IV-E ineligible payments and require adjustment to an alternate funding source (CSA or local). The ineligible payments are identified through quarterly reviews of new and ongoing cases. Comparing these reports with LEDRS data (pool fund reimbursement requests and refund reports) may alert the CPMT of expenditures that have not been addressed through the normal CPMT funding authorization and review process. With this information, CPMT could determine whether the adjustments met the compliance criteria for CSA funding. In addition, the report presents an opportunity to coordinate with the local social services agency to ensure CSA is properly reimbursed for maintenance costs funded for foster care youth subsequently determined IV-E eligible. The CPMT can *monitor* anticipated IV-E reimbursements via the Refund Report.

- Local Government Revenue Reports. A report detailing funds collected by local government agencies and reported to the designated fiscal officer is another *monitoring* tool that can be useful to CPMT. Compared with CSA financial reports, the CPMT could identify that SSI/SSA/VA benefits and child support payments collected that have not been reported as CSA refunds. The CPMT should collaborate with the designated fiscal officer to obtain these reports and implement corrective action where appropriate.
  Bonus Tip: Follow-up with individual agencies (state and local) to identify and obtain available reports that serve as the source for reported revenues (e.g., Division of Child Support Enforcement).

- CQI Documentation Template. As a component of the locality's continuous quality improvement process, the template (Exhibit 3) can be used to document and *monitor* discussions and plans relevant to the data points reviewed. The template provides the flexibility for CPMT to add data points/performance metrics that are unique and/or of significant priority to their operations. Combined with the CPMT minutes, the templates serves as substantive evidence of CPMTs quality assurance, accountability, and *monitoring* efforts.

Exhibit 3

If you found this article useful and would like to learn more about other internal controls, feel free to contact any of our program audit staff.   Contact information is available on the CSA website. Also, be sure to check the OCS newsletter "*CSA Today"* for future articles.

All things seem possible in May.

Edwin Way Teale

Defining CSA Standardized Service Names & CSA Service Placement Types
By Mary Bell, OCS Program Consultant

The Winter 2022 edition of *CSA Today* covered the areas of Mandate Types (MTs) and Expenditure Categories. In this edition, we continue our efforts in bringing clarity and consistency to some of the financial and funding processes relating to the Children's Services Act (CSA). We will briefly identify additional areas of financial reporting that assist localities in obtaining state reimbursement for purchased services through the CSA.

The ***Standardized Service Names*** provides descriptions of services used by localities in reporting services purchased under the Children's Services Act. The purpose of the existing list of standard services ensures meaningful analysis and reporting. It distinguishes the uniqueness of the service from all other services, while being broad enough to allow flexibility to match the service to a specific child's strengths and needs. Reporting a service as "Other" means that a service is of a unique nature that does not fit an identified service name and definition. Use of the "Other" service name is expected to be infrequent and is monitored by the Office of Children's Services via LEDRS. To access the current list of service names, click this link.

Another area of financial reporting includes the ***Service Placement Type*** (***SPT***), which distinguishes service categories and associated match rates for use by localities in reporting expenditures under the CSA. In 2008, a three-tiered match rate was developed to reduce the use of residential placements, increase the number of children served in their homes, and invest in community-based interventions.

The local match rate for services defined as "residential" is 25% higher than the "base" local match rate. Services identified as "community-based" are 50% below the "base" local match rate. Specific services for foster care and special education remain at the "base" local match rate. The chart below identifies the specific services as determined by the State Executive Council:

Service Category	Services
Residential/Congregate Care Services (25% above base local match rate)	• Temporary Care Facility and Services • Group Home • Residential Treatment Facility
Community-Based Services (50% of base local match rate)	• Community-Based (inclusive of caregivers and youth in foster care) • Community Transition • Intensive Care Coordination • Intensive In-Home
Education Services (base local match rate)	• Wrap-Around Services for Students with Disabilities • Special Education Private Day Placement
Foster Care (and other) Services (base local match rate)	• Family Foster Care Basic Maintenance and Activities Payments • Treatment Foster Care • Independent Living Stipend • Independent Living Arrangement • Psychiatric Hospital/Residential Crisis Stabilization Unit • Congregate Care Educational Services

Click this link to learn more about the definitions of these service placement types.

Useful resources regarding CSA financial reporting can be found in the *Resources* → *Guidance* → *Funding and Financial Reporting* section of the CSA website. You may also refer to the *CSA User Guide* (Section 5.0 and Section 6.0) and COV § 2.2-5211 for more information.

Notes

From the Business & Finance Manager
Kristy Wharton

Happy Spring everyone!

I have received questions about how to reconcile the Electronic Data Interchange or EDI payment from the state made to the locality. To assist in the reconciliation of the EDI payment from the state for CSA pool funds, you will need to review the *Transaction History Report*. This report can be located by following these steps:

- Go to the CSA website (https://csa.virginia.gov), click the dropdown arrow for *Statistics and Publications*, and select **Statewide Statistics** (this is the fifth selection on the navigation menu on the left side of the Home page).

- Then, select **CSA Pool Expenditure Reports**, which will bring you to the CSA Pool Reporting web page.

- Under **Transaction History** (second topic heading), select item #1 entitled **Detail Pool Fund Reimbursement History**, which will provide you the information for fiscal year 2022.

- You will see the link for the **CSA Pool Payment History – FY2022**. Click on the link to generate the Excel spreadsheet containing FY2022 **CSA Pool Payment Detail**.

- To obtain your locality's detailed report:
  - Find the box labeled as "Locality" in the upper left of the spreadsheet
  - Use the slide bar on the right side of the box to find your locality
  - Click on your locality's name

This payment history generates a breakdown by month of the FY2022 Pool Fund Reimbursement History by locality. It reflects the state share of the CSA pool fund as a positive number, then the Medicaid recovery and the Distribution of Funds by the stated as negative numbers.

For more information about this process or other finance-related processes, submit your questions to kristy.wharton@csa.virginia.gov.

Special Education Wraparound Funding

The development of Special Education Wraparound services, or SPED Wrap, is an extension of the special education mandate established under the Code of Virginia (Section 2.2-5211.B) to include students whose disability extends beyond the school setting, threatening the student's ability to be safely maintained in their home, school, or community. The designation of this service category intends to support students with disabilities and their families by addressing disability-related, non-educational, or non-IEP based, needs through community-based services that are provided outside of the school day. The ultimate goal of these services is to maintain the student in the least restrictive environment possible.

Since 2011, the Appropriations Act has allocated $2.2 million dollars in state general funds for SPED Wrap services. There is a state and local share of every dollar spent, with these services being locally funded at the base match rate. Annually, the Office of Children's Services allocates each locality's share of funding. Localities can request additional funds, if needed. Funds not used by the end of the second quarter of the fiscal year are reallocated to localities who have requested additional funding.

Eligibility for SPED Wrap funding includes an identified student with an educational disability (the student has an Individualized Education Program, or IEP). This is not limited to students with IEPs for private day special education. The recommended services must be provided in the student's home or community, not in the school setting.

So, how can your locality request additional SPED Wrap funding? Follow the instructions on this link to complete the request. Once submitted by the CSA Coordinator, the locality's CPMT Chair and Fiscal Agent must approve the request, which is the transmitted to the OCS Business and Finance Manager for approval.

For more information on SPED Wrap funding, you can refer to the CSA User Guide (Sections 5.3.1.1. & 9.1.3.) and access the e-learning course (CSA020: Special Education Wraparound Funding Under the CSA) through the Virginia Learning Center. For question about your locality's allocation or funding request, please contact Kristy Wharton, OCS Business and Finance Manager (kristy.wharton@csa.virginia.gov).

The Office of Children's Services (OCS) wants to remind the CSA community partners of its series of training courses accessible through the Virginia Learning Center. Updates to current training courses are underway and the development of new training is ongoing.

You can access the training by using "CSA" as the search term or typing the course number and title as listed below:

Course Number	Course Title
CSA11	CSA for New LDSS Staff – Big Picture (Module 1)
CSA12	CSA for New LDSS Staff – FAPT Functions (Module 2)
CSA13	CSA for New LDSS Staff – Eligibility for CSA (Module 3)
CSA14	CSA for New LDSS Staff – Accessing Funding (Module 4)
CSA15	CSA for New LDSS Staff – Miscellaneous Topics (Module 5)
CSA17**	CSA Basics for FAPT Members
CSA20	Special Education Wraparound Funding Under the CSA
CSA31	CPMT Training – Big Picture (Module 1)
CSA32	CPMT Training – CPMT & FAPT Roles & Responsibilities (Module 2)
CSA33	CPMT Training – Funding and Eligibility (Module 3)
CSA34	CPMT Training – Can CSA Pay? (Module 4)
CSA35	CPMT Training – Utilization Review (Module 5)
CSA36	CPMT Training – Audit
CSA40	CSA Fiscal Overview
CSA41	CSA Continuous Quality Improvement
CSA42	CSA Parental Agreements
CSA44**	CSA FAPT and CPMT Parent Representative Training
CSA50	CSA Information Technology Security Course

**Denotes new training

These training courses are helpful in understanding the many aspects of CSA implementation. Continued professional development opportunities can be found through visiting websites for local child-serving agencies and participation through local- and state-sponsored events that promote a System of Care approach. Check out a few of the training resources under the *Resource Round-Up*.

OCS staff are still available to assist you. You may submit your technical assistance or policy questions to the OCS Help Desk, found on the OCS website at https://www.csa.virginia.gov/Contact/TechnicalAssistance/01.

Resource Round-Up

PARENT INSTITUTE 2022

peatc

The Hotel Roanoke & Conference Center
June 23, 2002 – June 24, 2022
https://www.eventbrite.com/e/parent-institute-2022-registration-297097796507

Strategic Planning in Child Welfare

Learn more about and explore tools and resources that supports long-term planning, engaging families, and program improvement at this link.

Child Welfare
Capacity Building
Collaborative

May is National Foster Care Month

Foster Care as a Support to Families,
Not a Substitute for Parents

www.childwelfare.gov/fostercaremonth

Child Welfare Information Gateway   Children's Bureau

FAMILY ENGAGEMENT CONFERENCE

July 16, 2022

Virginia Crossing Hotel & Conference Center

VIRGINIA DEPARTMENT OF EDUCATION   VIRGINIA IS FOR LEARNERS   peatc

https://www.eventbrite.com/e/2022-family-engagement-conference-registration-254593093797

TA Questions of the Quarter

Are CPMT members allowed to call into meetings while public meetings are being held?

Section § 2.2-3708.2.C of the Code of Virginia (the Freedom of Information Act, or FOIA) provides guidance that applies to all public bodies, including CPMTs, on remote participation in public meetings which includes, but is not limited to:

- The public body has adopted policies that allows for and governs electronic participation;
- A quorum (majority of members) is physically present;
- The reason for electronic participation and the location from which the member is participating is made known and recorded in the meeting minutes;
- The body must approve the request for electronic participation at the beginning of the meeting; and
- There are limitations on the number of times a member can participate electronically in a year.

Click on this link for more detailed information on this law.

What are the differences between a Non-Custodial Foster Care Agreement and a CSA Parental Agreement?

Youth with behavioral and/or emotional health concerns who are determined to be a "Child in Need of Services," or *CHINS*, and requires or are at risk of an out-of-home placement, are eligible for CSA. There are two types of formal agreements that parents/legal guardians can choose to make such placements.

The first agreement is the *Non-Custodial Foster Care Agreement* (NCFCA), which is utilized by the local Department of Social Services (LDSS) to provide case management to children in an out-of-home placement for behavioral health treatment without relieving the parent/legal guardian of custody. There is court involvement that includes filing a petition, submitting a Foster Care plan, court reviews, and court approval to terminate the agreement. Through this agreement, the LDSS places the youth, and the youth may be eligible for Title IV-E funding for services. For more information about NCFCAs, see the VDSS Foster Care Manual.

The second agreement is the *CSA Parental Agreement*, which is an agreement between the parent/legal guardian and the public agency designated by the CPMT. The public agency provides case management services while the youth is in an out-of-home placement. The parent/legal guardian retains custody of the youth, and has the responsibility of placing the youth, not the public agency. There is no court involvement; however, CPMT must authorize and sign the agreement to assure CSA as the funding source for services. A sample template of the agreement can be found here.

To access more information about the provision of services for CHINS youth, go to the CSA website: *Resources → Guidance → Child in Need of Services*.

Got Questions?

Get answers by using the OCS Technical Assistance Help Desk. OCS staff will receive and respond to your questions, with the goal of same-day responses.

The OCS Technical Assistance Help Desk is found on the CSA website under *Contacts -> Technical Assistance* or by clicking [here](#).

Would you like to be contributor to CSA Today?

If you have information you would like to share with CSA colleagues around the state, please follow the guidelines for submission located **HERE…**