

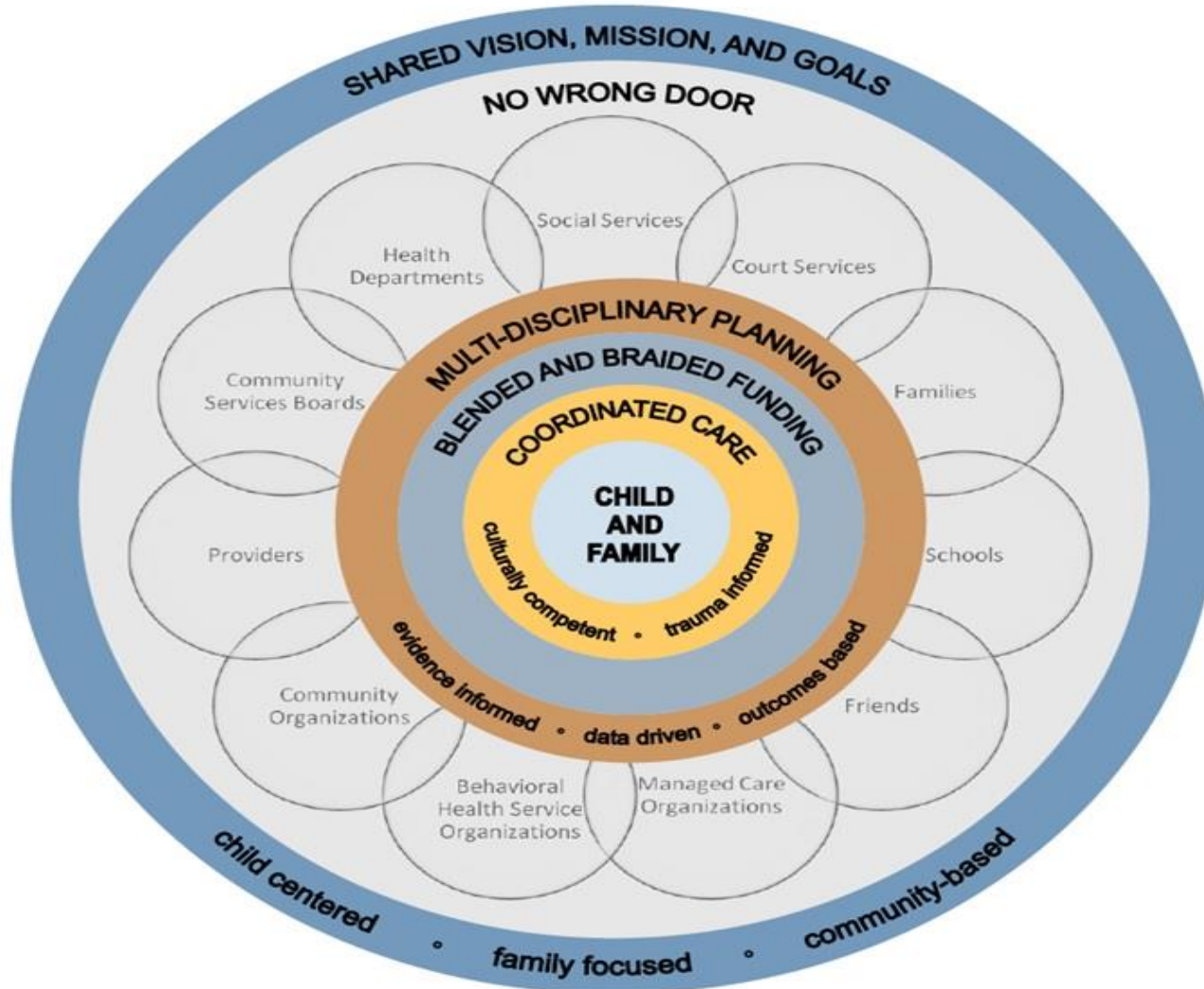


Office of Children's Services
Empowering communities to serve youth

FAPT and CPMT Roles and Responsibilities

October 16th, 2024
13TH Annual CSA Conference
"Unlocking Our Potential"

-System of Care in Virginia-



System of Care Values At-Work in CSA



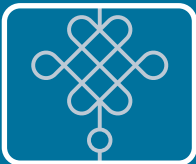
Children And Families Are Best Served In Their Own Communities



Children And Families Are Viewed Holistically



The Expertise And Resources Of All Agencies Are Brought To The Table



Families With Complex Needs Require A Multidisciplinary Approach



The System Works To Integrate the Family Into Successful Community Functioning

State Supervised, Locally Administered

State

**The Code of Virginia & CSA
State Policy**

**establish requirements and
direction for implementation
and management**

**Provides the majority of
funding**

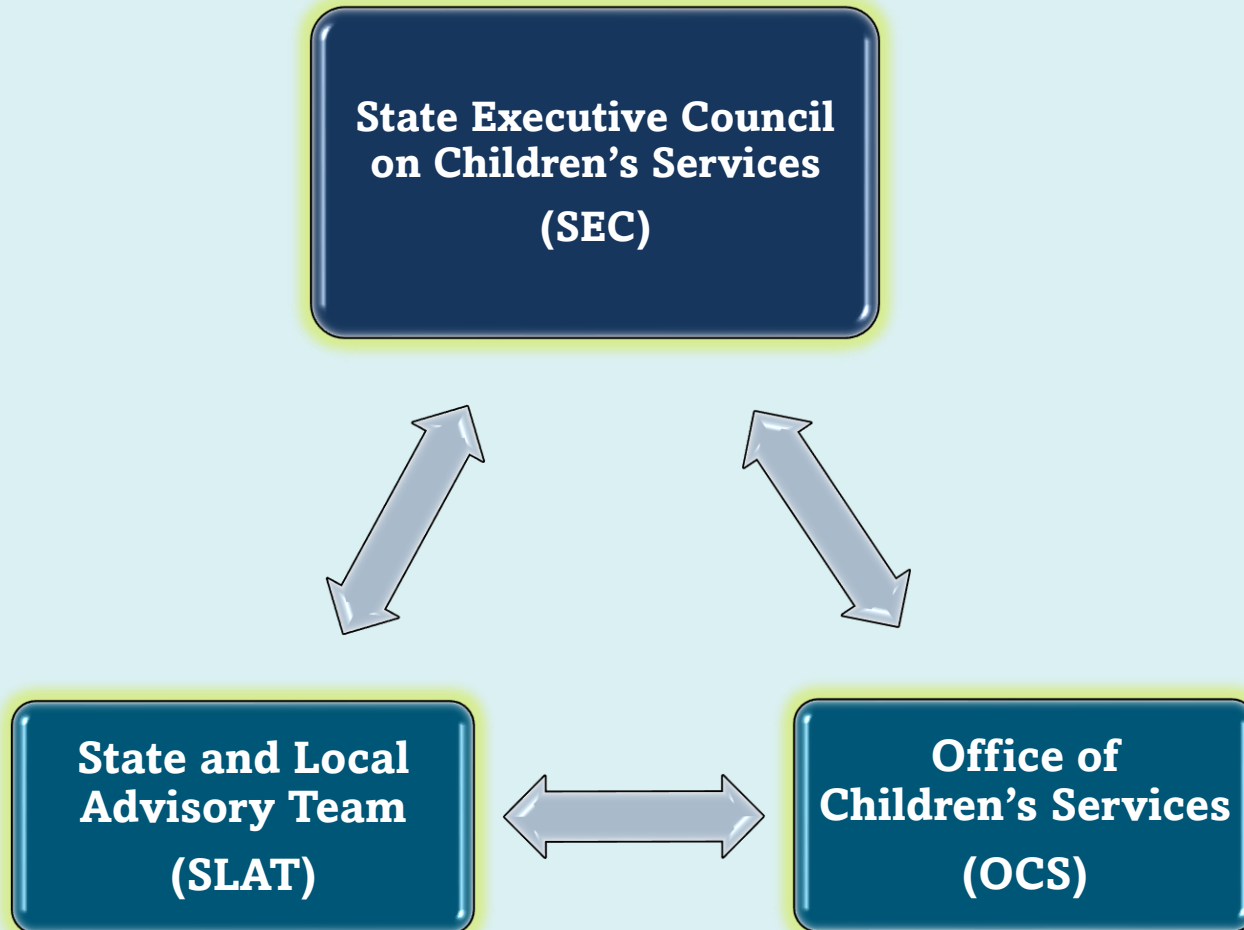
Locality

**Develops local policy for
operations**

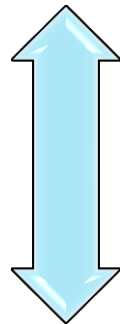
**Directly responsible for CSA
operation and administration in
the locality**

Provides matching funds

State Structure of CSA



Community Policy and
Management Team
(CPMT)



Family Assessment
and Planning Team
(FAPT)

**LOCAL
STRUCTURE OF
CSA**

Community Policy and Management Team (CPMT)



Community Policy and Management Team



COV §2.2-5205

Statement of Economic Interest

CONFLICT OF INTEREST DISCLOSURES-FILING RESOURCES
Effective July 1, 2016

Applicability	Frequency	Disclosure Due Date	Form
CPMT and FAPT Members representing a public agency (Where applicable)	Upon Appointment <i>and</i> Annually Thereafter	February 1	Statement of Economic Interest Form
Non-salaried CPMT and FAPT citizen members	Upon Appointment	Upon Appointment	Statement of Economic Interest Form

Role of the CSA Coordinator

- ✓ A liaison between CPMT and FAPT
- ✓ Has no voting power
- ✓ Should not be responsible for CPMT and FAPT duties
- ✓ Implements policies, procedures, and guidelines
- ✓ Planning, monitoring, and projecting CSA budget
- ✓ Provides training and technical assistance
- ✓ Provides administrative duties for CPMT and FAPT

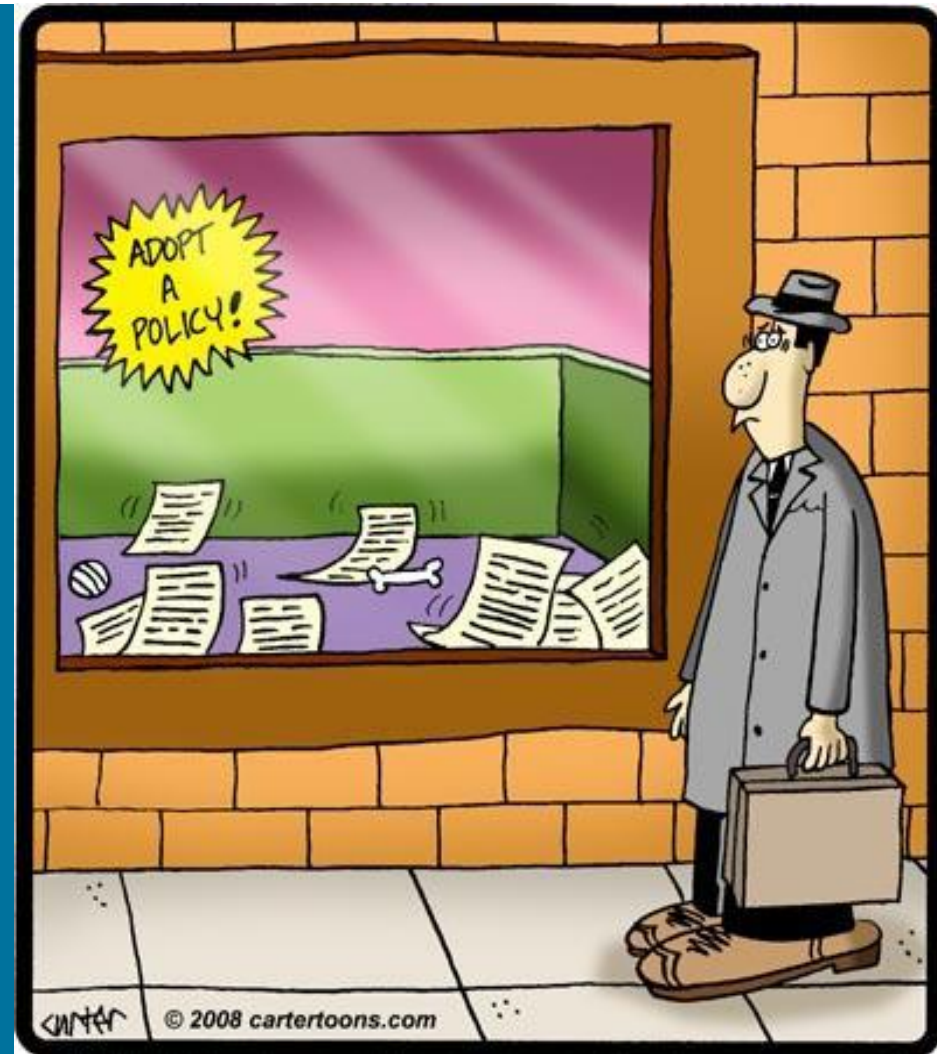


CPMT—Major Areas of Responsibility



CPMT Responsibility: Planning & Policy Development

- ✓ Develop local policy and procedures (i.e. referral process, accessing state pool of funds, etc.)
- ✓ Establish assessment of parental contribution (Parental Agreement)
- ✓ Establish contract process for services
- ✓ Create appeals process of FAPT decisions
- ✓ Manage process in securing CSA data



CPMT Responsibility: Fiscal & Programmatic Management

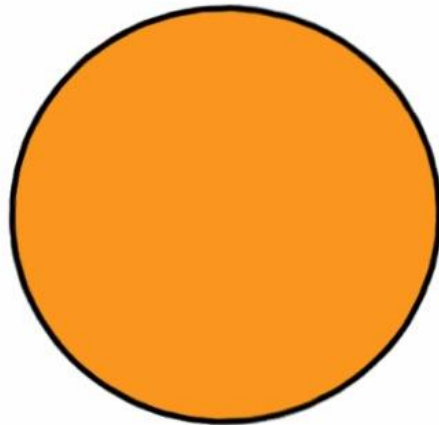



- ✓ Establish accountability procedures for program and funds management
- ✓ Review, authorize, and monitor FAPT's funding recommendations
- ✓ Support family preservation through services and funds
- ✓ Employ utilization management process (CQI)
- ✓ Ensure use of appropriate funding sources (Medicaid, IV-E, PSSF, etc.)
- ✓ Serve as community liaison to OCS

Data Collection and Reporting

Write "reports" using "data"

Figure 1. How awesome we are

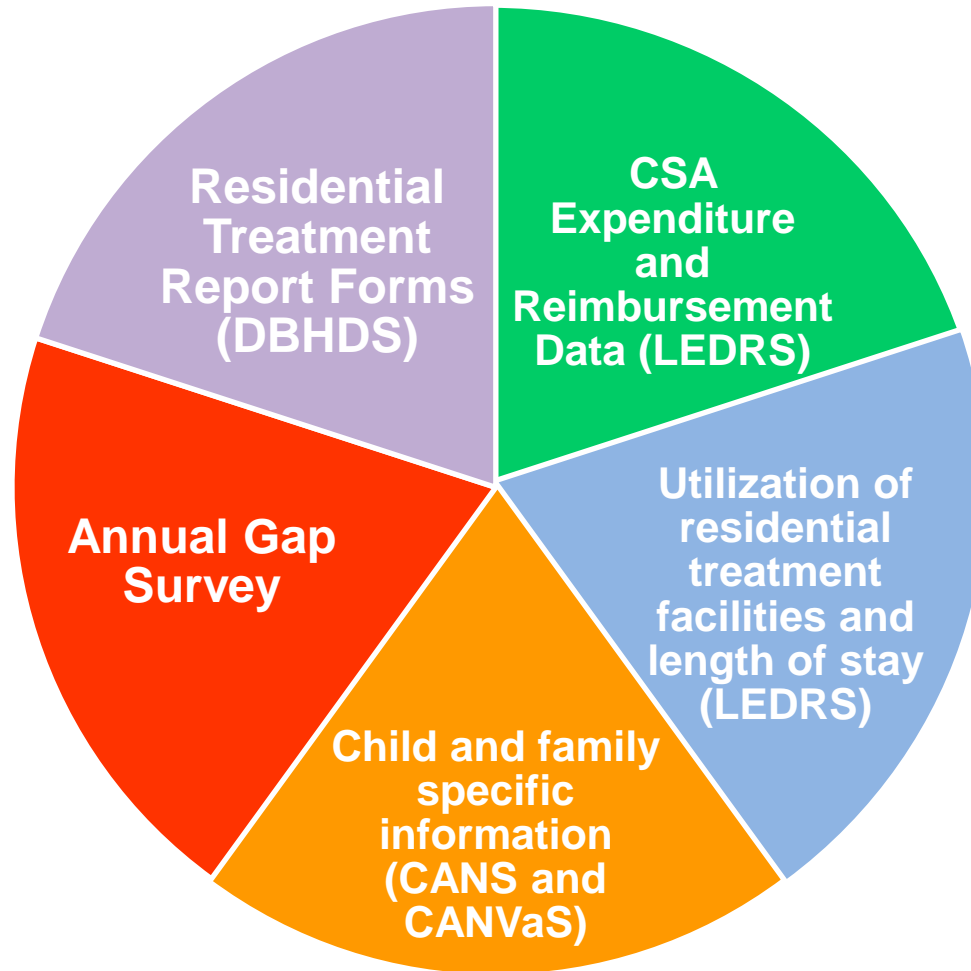


 Really awesome

SOURCE: Because we said so

freshspectrum.com

Data Collection and Reporting



CPMT Core Competencies

✓ Leadership Authority

✓ CSA Knowledge

✓ Leadership Skills

✓ Engagement



A High-Functioning CPMT

Coordination of System of Care

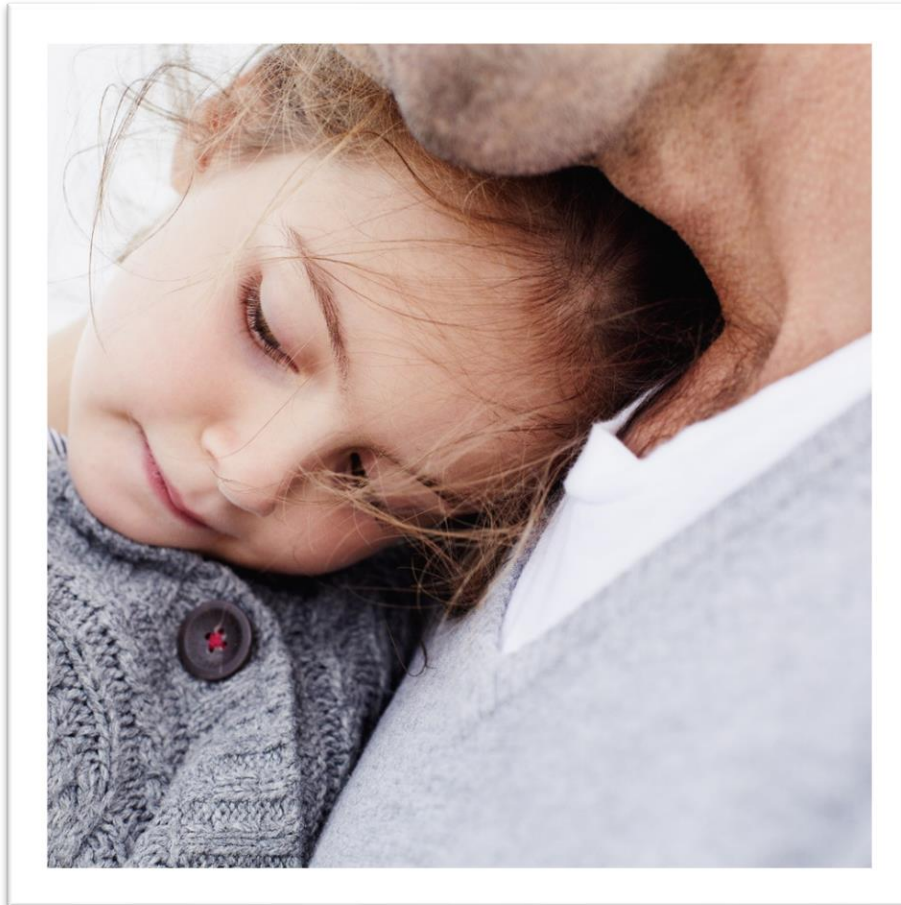
Strategic Planning

Effective Communication Plan

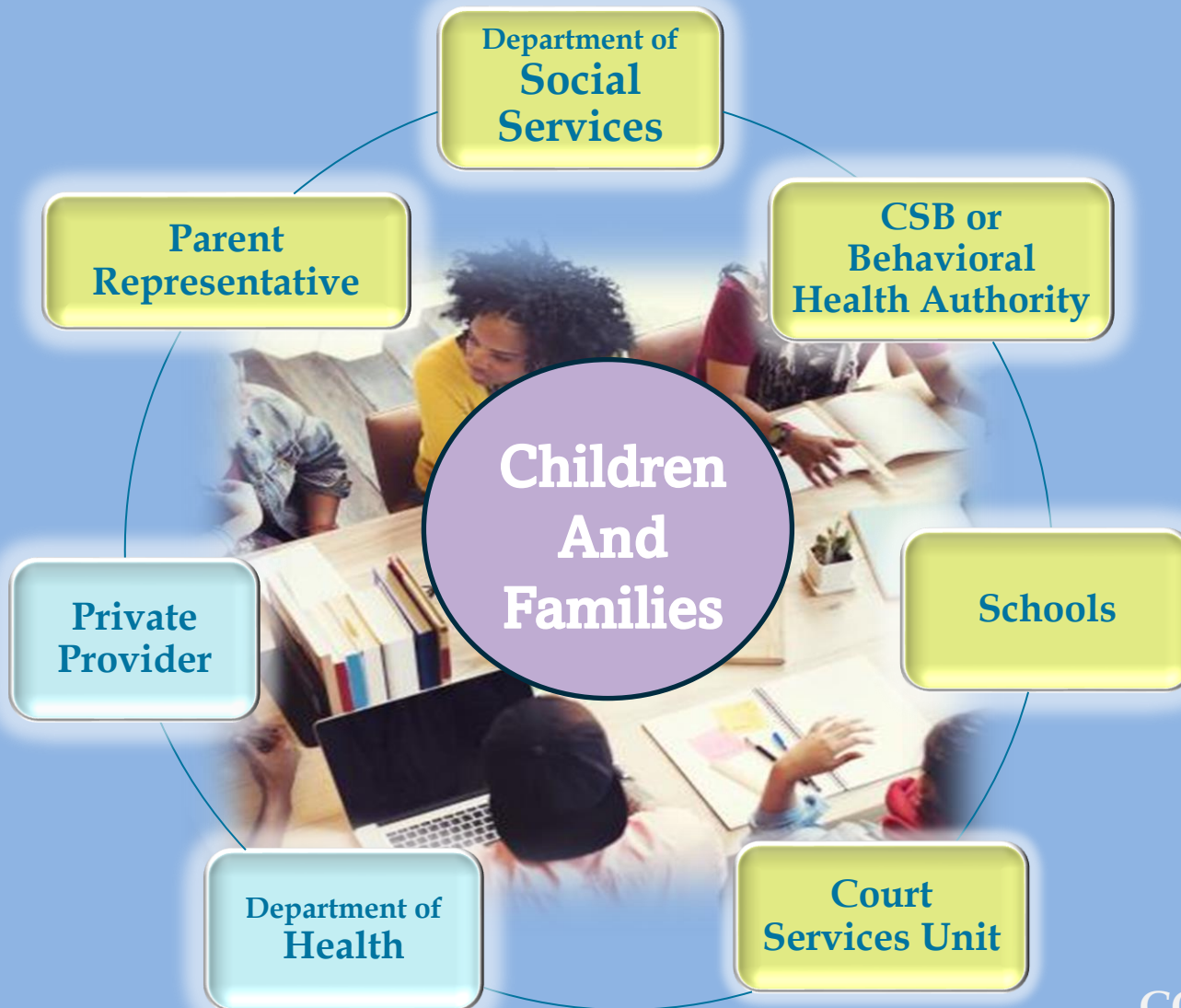
Local Policy Development, Review, and Revision

Continuous Training

Family Assessment and Planning Team



Family Assessment and Planning Team



COV §2.2-5207

FAPT Roles and Responsibilities

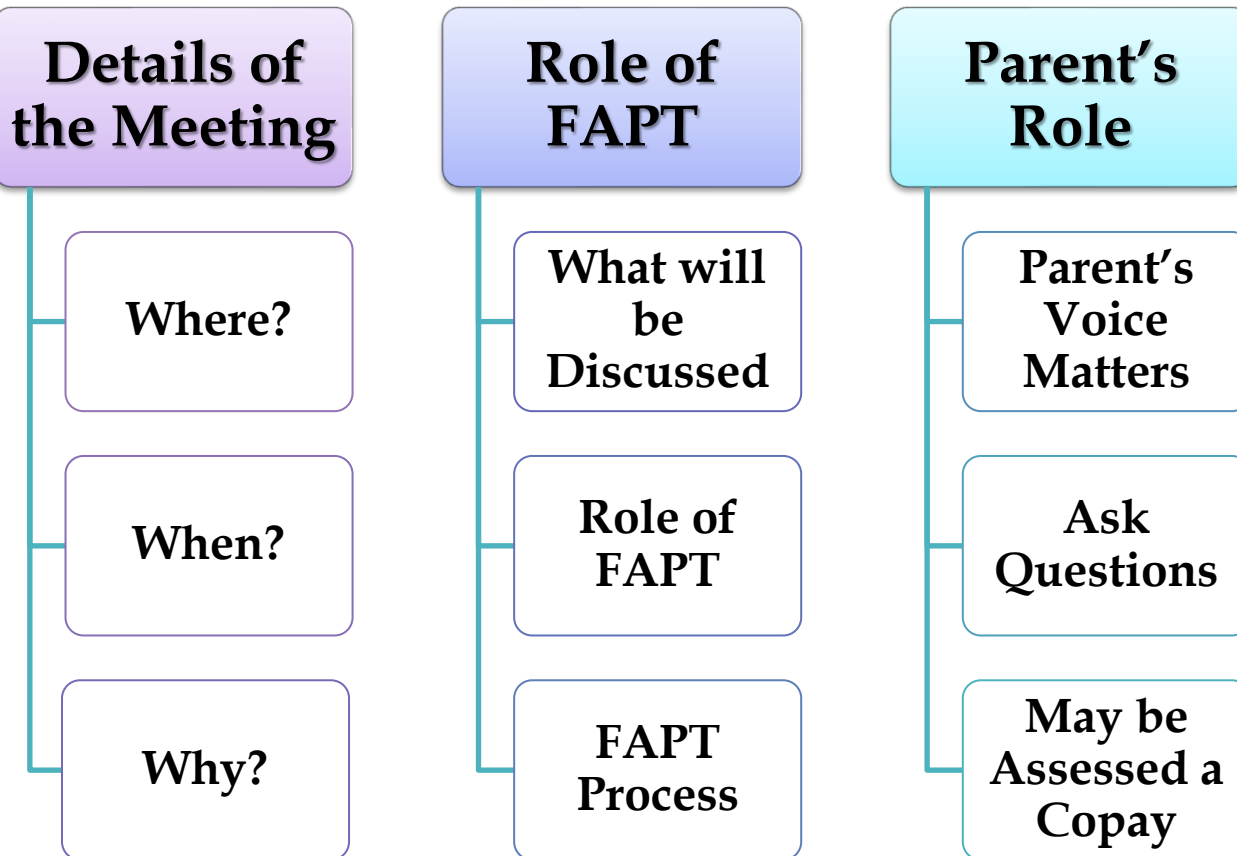
- 1. Review Referrals**
- 2. Determine Eligibility**
- 3. Assessment and Planning**
- 4. Develop the IFSP**
- 5. Monitor Services**
- 6. Provide for the participation of children and families in the planning process**

Engaging With Families



What do you already do to engage families?

Preparing Families For FAPT



Who are Parent Representatives?



Have Lived Experience



Equal Partners



Contextual Experts



Key to Authentic Family Engagement

Supportive Connections



How Can Parent Representatives Help Facilitate Family Engagement?

- Validate the parent/family's perspective
- Offer celebrations of the family's progress
- Use communication that meets family's needs
- Assist with difficult conversations
- Inform family of community resources and how to access

FAPT Responsibilities



FAPT Responsibilities

✓ Reviewing Referrals



- ✓ Integrate the CANS Assessment
- ✓ Identify Services
- ✓ Discharge Planning



✓ Utilization Review

UR Might Ask...

- Are the IFSP, provider service plans, and assessment information congruent?
- Do the recommended/purchased services match the needs identified in assessment information?
- Are the strengths and needs of the youth and family guiding the services and objectives?
- Are the youth and family progressing towards identified goals in treatment plan? How do you know? (How is progress measured?)
- If not, what are the barriers/needs towards goal achievement? What steps will be taken to meet these needs?





A High-Functioning FAPT

Members are Knowledgeable of Local Resources



Established Orientation Process



Members are Engaged



Comprehensive Family Engagement



Culture of Safety and Respect



Engages in Quality Service Planning, IFSPs are Child-Specific



Holistic Discharge Planning

FAPT Core Competencies

Effective Communication Skills

- Clear and Succinct
- Engaged

Knowledge of CSA/FAPT

- State and Local Policy
- Eligibility Requirements

Ability to Function as Part of a Team

- Shares Information
- Builds Consensus

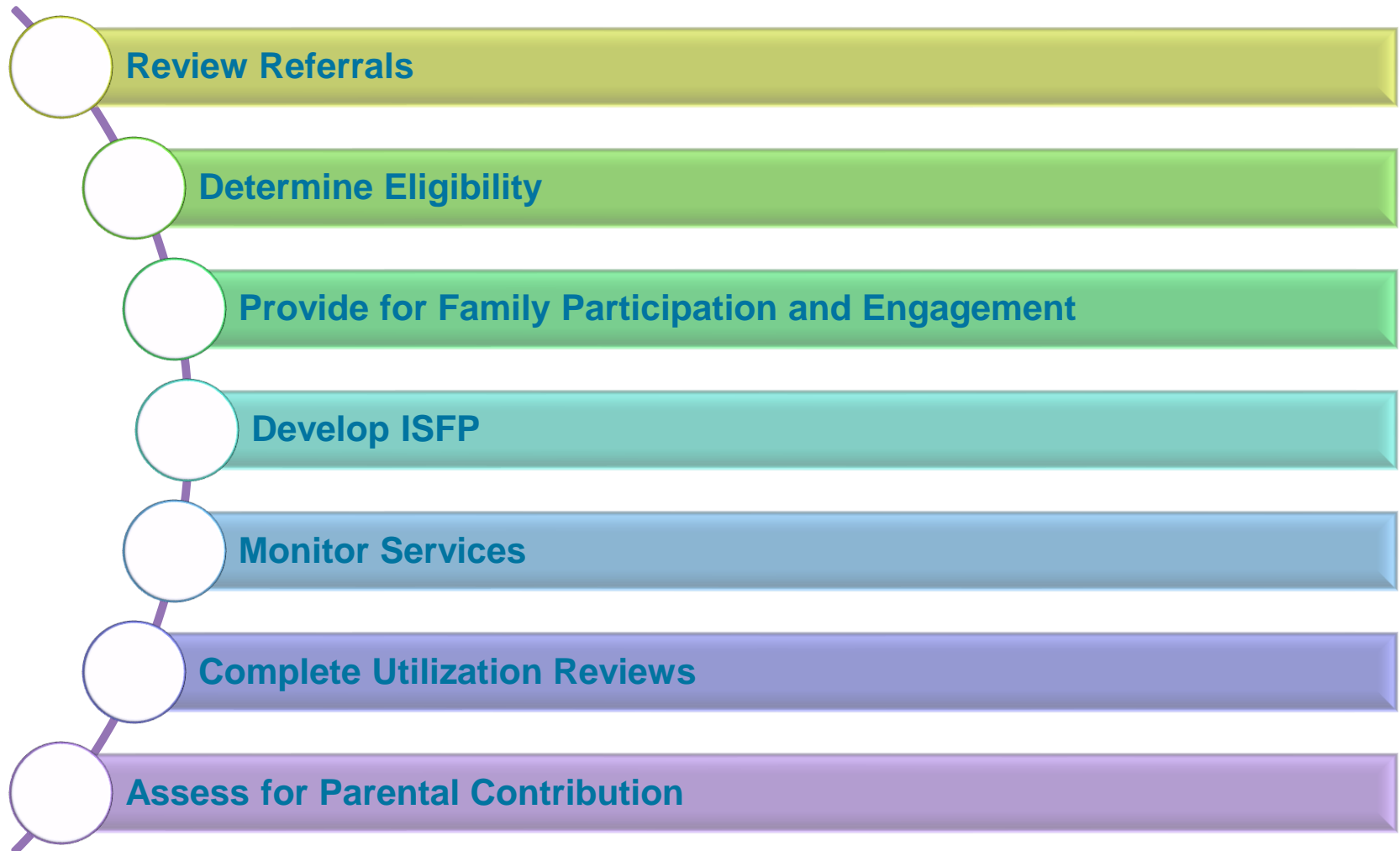
Solution-Focused Mindset

- Identify Problems and Possible Solutions
- Ability to Brainstorm with Others

Service Planning Skills

- Goal-Setting
- Knowledge of Services

Review: FAPT Roles & Responsibilities



Whose Responsibility Is It?

Review referrals and assesses strengths and needs of families

Analyzes local and state reports to track key data points

Determines eligibility of children and families for CSA services

Develops IFSP with and in support of families

Plans, monitors, and projects the local CSA budget

Serves as the point of contact to OCS to report local program operations

Uses CANS for service planning

Members should be knowledgeable about the functions of their local agencies and resources





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