

CSA- Community Inventory

User Guide

Purpose:

Localities seeking an increased understanding of their community's strengths, challenges, and training needs are invited to use this State and Local Advisory Team (SLAT) endorsed instrument based in system of care philosophy and practice. Uses might include developing or reviewing --

- Local strategic planning
- Local training plans

This instrument is designed using the following key principles of system of care:

- Shared Mission, Vision and Goals
- Service Array and Access to Services
- Management, Coordination and Communication
- Interagency Planning and Coordination
- Family, Children, and Youth (FCY) Involvement
- Culturally Competent / Trauma Informed Care
- Political and Economic Support
- Strategic Financing Strategies

Guidance:

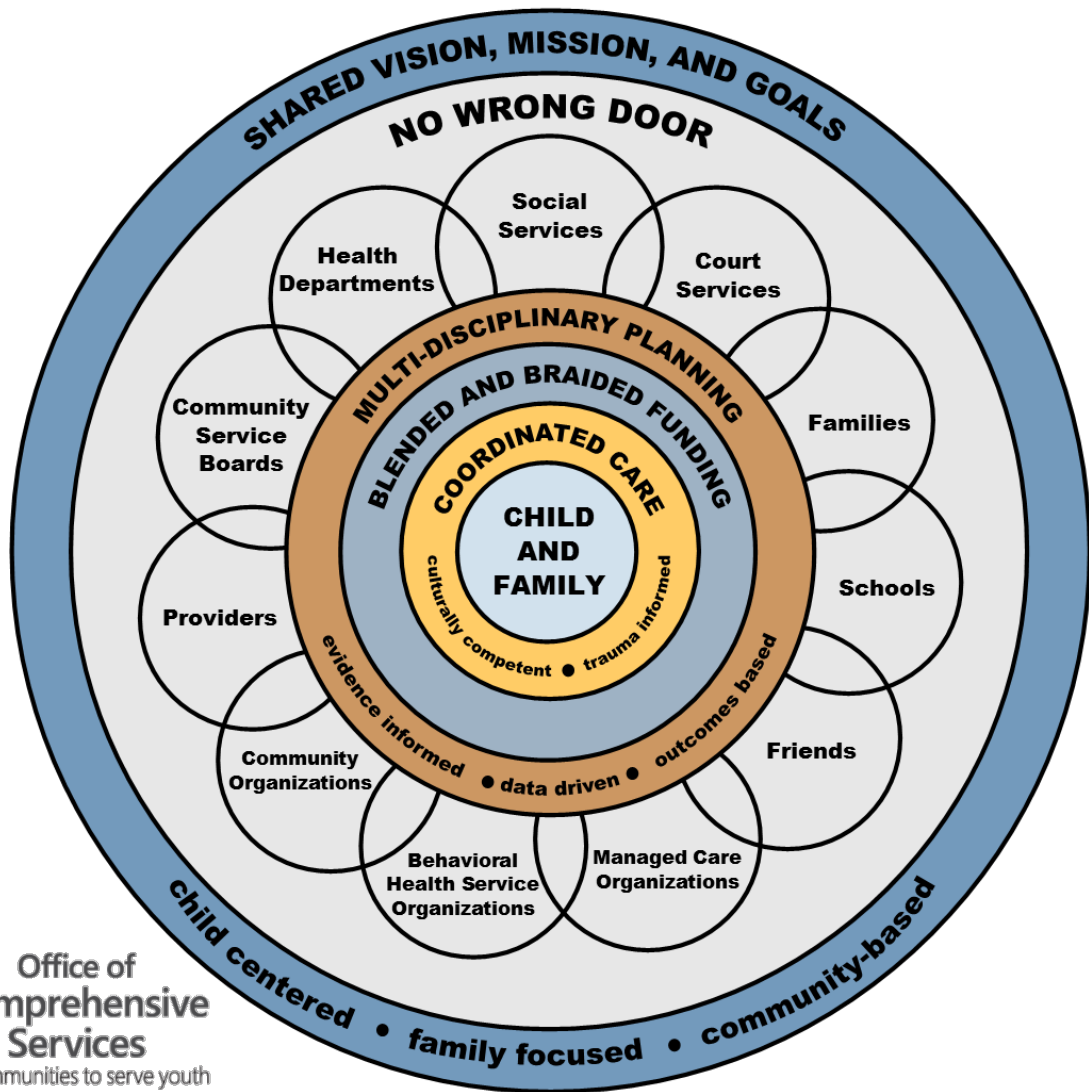
This tool is derived from an original instrument available through Georgetown University's National Technical Assistance Center for Children's Mental Health. The SLAT's training committee developed an instrument that is updated and catered to Virginia's System of Care efforts. Localities may use this instrument in various ways that best suits the community's needs. This instrument assists localities with developing a deeper understanding of the community's strengths, needs, gaps, and training areas to their system of care practices. It can provide localities a way to develop a strategic plan for system of care goals as well as give Community Policy and Management Teams (CPMTs) a method for completing Comprehensive Services Act (CSA) strategic planning. Localities seeking ways to fill service and system gaps may use this tool to develop a comprehensive training plan that focuses on system of care values, principles and practices.

A few options to administer this survey:

- Individual surveys
- Group exercise
- Retreat team building

Glossary for Terms

Virginia's Comprehensive System of Care



COV- Code of Virginia

BP- Best practices

CSA -State CSA Policy Manual

LPP- Local policies and procedures

Mission, Vision and Goals

Clear mission and vision: An overarching, but well-articulated set of statements addressing the core values of the community's CSA program (e.g., child-centered, family-focused; community-based) that are shared and explicitly endorsed by community leadership and understood by all partners and stakeholders in the CSA process.

Needs: Needs are defined as individualized statements (as voiced by the youth and family) about a child and family's concerns, worries, desires and/or conditions that must be met in order for them to be successful. Needs occur across various life domains such as housing and food security, safety of all family members, education/work, legal, health, and emotional well-being. Services are not needs. Needs are to be distinguished from services which are interventions intended to meet the needs.

Diversity: The full array of community members and organizations that have an interest in the success of the community's youth and families representing groups such as those of different cultural and linguistic backgrounds, faith-based groups, civic organizations families, and system partners.

Principles, values, and goals: Emerging from the mission and vision, an articulated set of statements that define the agreed upon goals and guiding objectives for the community's CSA program. There are commonly cited guiding principles for a system of care including¹:

- Family driven and youth guided
- Home and community based
- Strengths-based and individualized
- Culturally and linguistically competent
- Coordinated across systems and services
- Connected to natural helping networks
- Data driven and outcome oriented

¹ Pires, S.A. (2010). Building Systems of Care: A Primer (2nd Edition). Washington DC: National Technical Assistance Center for Children's Mental Health, Georgetown University Center for Child and Human Development.(p.11)

Service Array/Access to Services

Service array: Service array refers to the range of service options, including methods for coordinating services available to address holistically the individual needs of children, youth, and families, as determined by a thorough assessment, within a geographic area. Services may include family preservation and case management services, out-of-home placement, and permanency planning. The service array consists of the network of all local public, private, faith-based, and nonprofit community-based organizations designed to ensure the safety, permanency, and well-being of children, youth, and families.

Services – Services must be child-centered, family-focused and community-based, providing for the welfare of children and the safety of the community in the least restrictive environment.

Appropriate and effective: Based on the purpose and intent of CSA, services must be responsive to and meet the unique and diverse needs of at-risk youth and families while being accountable to meeting the purpose and intent of the CSA as defined in this code.

Mechanisms: Service delivery mechanisms include funding, policies and a public/private service provider network that collectively advance services that are child-centered, family focused and community-based, providing for the welfare of children and the safety of the community in the least restrictive manner.

Evidence-based services (based on definitions by the U.S. Department of Health and Human Services): Evidence-based services use approaches to prevention and intervention that are validated by documented scientific evidence (controlled clinical studies and/or other replicated testing methodologies). They are implemented by a defined curriculum or compilation of practices that when delivered with fidelity can be validated scientifically. These services should be responsible to families' cultural backgrounds, community values and individual preferences.

Management, Coordination and Communication

Mechanisms: methods to collect data or compile information from applicable sources

Training and support: improve application of (1) interagency collaboration; (2) individualized strengths-based care; (3) cultural competence; (4) child/youth/family involvement; (5) community-based services, and (6) accountability to determine effectiveness

Capacity building: a continuous process by stakeholders to identify and effectively meet the needs of children and families.

Interagency Planning and Coordination

Planning and Coordination: refers to both the Community Policy and Management Team (CPMT) and Family Assessment and Planning Team (FAPT) levels; coordinate long-range and short-term community-wide planning that ensures the development and provision of resources and services needed by children and families in the community.

Service Level: The level of direct planning and service delivery to children and families that includes collaboration and partnerships to provide resources that meet their individual needs. This may include referral to FAPT for consultation, recommendation, and service planning.

Family, Children, and Youth (FCY) Involvement

Evaluate: To determine the effectiveness of the CSA system, programs and services in an organized and methodical manner for continuous quality improvement.

Culturally Competent and Trauma Informed Care

Culturally Competent: Accepting and respecting diversity and difference in a continuous process of self- assessment and reflection on one's personal and organizational perceptions of the dynamics of culture. (Reference: Building Systems of Care: A Primer, 2nd Edition, by Sheila A. Pires)

Linguistic competence: The capacity of an organization and its personnel to communicate effectively and convey information in a way that is easily understood by diverse audiences, including persons of limited English proficiency, those who have low literacy skills or are not literate, and individuals with disabilities. (Reference: Building Systems of Care: A Primer, 2nd Edition, by Sheila A. Pires)

According to SAMHSA's concept of a trauma informed approach, "A program, organization, or system that is **trauma informed**:

1. *Realizes* the widespread impact of trauma and understands potential paths for recovery;
2. *Recognizes* the signs and symptoms of trauma in clients, families, staff, and others involved with the system;
3. *Responds* by fully integrating knowledge about trauma into policies, procedures, and practices; and
4. Seeks to actively resist *re-traumatization*."

Political and Economic Support

Partnerships- Two or more entities work collaboratively for mutual investment and mutual gains for a common goal. All share in the responsibility and accountability of organizational goals. Trust, shared values, negotiations, risk-taking, and respect are key elements in strong partnerships. Effective collaboration does not just occur because stakeholders are well meaning. It takes time, energy, and attention to relationship building, trust building, capacity building, team building, conflict resolution, mediation, development of a “common language,” and communication.

Mutually beneficial outcomes- All parties involved in the partnership benefit from the results of effective partnerships and collaboration.

Strategic Financing Strategies

State and local resources and revenues- Communities have knowledge in array of funding resources available for families and children. Understanding and utilizing resources in order to create a “blending and braiding” of available services and supports into a comprehensive service plan.

- CSA pool funds
- Mental Health Initiative (DBHDS / CSB)
- Local General Funds
- Promoting Safe and Stable Families grant
- Medicaid and waiver programs (DMAS)
- Title IV E, Independent Living funds, and Adoption subsidy (DSS)
- VJCCCA (DJJ)