

Characteristics of a High-Functioning Family Assessment and Planning Team (FAPT)

FAPT Definition: In accordance with the Code of Virginia §2.2-5208, the Family Assessment and Planning Team “shall assess the strengths and needs of troubled youths and families who are approved for referral to the team and identify and determine the complement of services required to meet these unique needs.” The FAPT is the interagency group responsible for carrying out the implementation of the Children’s Services Act (CSA).

A high-functioning FAPT shows a commitment to the following operational principles:

1. The FAPT includes members from all agencies required by the Code of Virginia; these members are knowledgeable about resources for families available through their agency and/or the community; the FAPT has established policies or procedures that highlight the role of the Parent Representative in the FAPT.
2. The FAPT has a required orientation process for new members. FAPT members engage in regular training that supports the enhancement of program implementation and improvement.
3. FAPT nurtures a culture of safety and respect for families, case managers, providers, and members that assists in developing and maintaining relationships within the community.
4. The FAPT provides comprehensive family engagement; the FAPT expects that families and providers will attend and participate in meetings. The FAPT engages other relevant stakeholders (e.g., foster parents, Guardian ad Litem (GAL), Court Appointed Special Advocates (CASA), biological family, etc.). FAPT provides for family participation when families cannot attend meetings in person.
5. FAPT reviews for CSA eligibility. FAPT members are familiar with all eligibility categories. FAPT meetings are organized with a clear schedule and members review eligibility and service planning documentation in advance of meetings.
6. FAPT identifies youth at risk for placement outside the local community (foster care, Department of Juvenile Justice (DJJ), residential treatment, private day education) and works with families and community partners to limit out-of-home placements and strengthen community resources.
7. FAPT members are familiar with all funding streams available to youth and families and ensure appropriate funding streams are accessed before recommending CSA funding for services to maximize the blending and braiding of funding.
8. The FAPT utilizes the Child and Adolescent Needs and Strengths assessment (CANS) in service planning to build upon the strengths and meet the needs of each youth and family and assigns an individual to monitor and report on Individual and Family Service Plan (IFSP) progress.
9. The FAPT ensures the IFSP developed for each youth is unique and is designed to meet the distinct needs of the youth and family. The IFSP is reviewed and updated at the frequency dictated by state and local policy, incorporating recommendations from the Utilization Review process.
10. FAPT engages in holistic discharge planning from the onset of services.
11. FAPT identifies service gaps and elevates this information to the Community Policy and Management Team (CPMT).
12. FAPT collaborates closely with the local CSA Coordinator/administrative office and CPMT to ensure timely service delivery.