

The CCI and CPA Role in Promoting Safety, Permanency, Well-Being through Every Child Every Month (ECEM) Visitation



Presented By
Angela Mock, Field Program Specialist DFCS Region 6



and
Dianne Yearby, Director OPM

OFFICE OF PROVIDER MANAGEMENT



Agenda

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- Training Goals
- Child and Family Services Review
- ECEM Overview
- ECEM Documentation in GA SHINES
- Post-Test Instructions

Training Goals

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- ➔ To Understand CCI and CPA roles in supporting the Child and Family Services Reviews
- ➔ To Understand CCI and CPA roles in supporting the ECEM federal mandate
- ➔ To Define and explore the importance of ECEM visits
- ➔ To understanding how to document ECEM visits in GA SHINES

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Child and Family Services Reviews (CFSR)



The illustration shows three people in business attire sitting around a table. One person is speaking, and the word 'REVIEW' is written in a speech bubble above them. There are papers on the table.

SAFETY OUTCOMES

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- Children are first and foremost protected from abuse and neglect.
- Children are safely maintained in their homes whenever possible and appropriate.

PERMANENCY OUTCOMES

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- Children have permanency and stability in their living situations.
- The continuity of family relationships and connections is preserved for children.

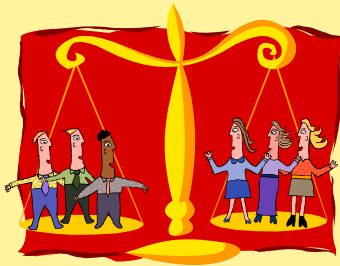
WELL-BEING OUTCOMES

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- + Families have enhanced capacity to provide for their children's needs.
- + Children receive appropriate services to meet their educational needs.
- + Children receive adequate services to meet their physical and mental health needs.

ECEM = CFSR

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Links Between CFSR and ECEM Visits

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- Risks to children are better managed.
- Children are more likely to be placed with siblings.
- Workers are more likely to set up visits to preserve family /community connections.
- Children and parents are more likely to be engaged in case planning.
- Children's educational, medical and mental health needs are better met.
- Workers are more likely to obtain information from children to assist in decision-making.

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Every Child, Every Month (ECEM)



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What is an ECEM visit?

An **ECEM visit** is a comprehensive visit that focuses on all aspects of the child and placement including safety, permanency and well-being.


A **regular contact** or visit is not as comprehensive, but it must include an assessment of the child's safety and well-being.

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ECEM Keys



- Federal mandate which requires more frequent visits to children.
- Promotes placement stability and permanency
- Occurs at least monthly
- Majority of visits occur in the home or residence. The best practice is to conduct ALL ECEM visits in the home or residence.

 **ECEM and RBWO Providers** 13

- ✦ Began ECEM visits in September 2009
- ✦ Share a role in meeting the ECEM goals
- ✦ Each CCI or CPA must conduct at least **one** ECEM visit each calendar month with each child placed with their agency.
- ✦ Visit documentation is required to be input into the DFCS Shines system within **72 hours of visit completion.**



Steps In Conducting ECEM Visits 14

1. Preparation
2. Engagement -The Visit
3. Assessment and Commitments
4. Following Through and Following-Up

Preparation 15 

- Scheduling
- Reviewing Records
- Identifying Concerns or Priorities Related to Safety, Permanency and/or Well-Being
- Preparing A Checklist

Engagement/The Visit

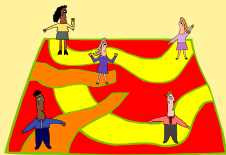
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- Make a Connection with the Child/Youth
- Engage the Caregiver
- Gather Information

Assessment and Commitments

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- Assess Information Gathered
- Make Commitments with the Child
- Share Information with the Caregiver



Follow Through and Follow-Up

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- Consult with Supervisor or Other Experts
- Document the Visit in GA SHINES
- Confer with the DFCS Case Manager
- Implement Decisions/Services

Documenting ECEM in the Georgia SHINES Portal

Why Document Directly into SHINES?

- The GA SHINES Portal allows direct entry of Purposeful Visit Contacts into GA SHINES by CCIs and CPAs:
 - Removes burden of data entry from DFCS case managers
 - Improves documentation (capture once, no chance to miss data on copy and paste)
 - Improves accuracy of ECEM reporting

Vendor Portal Pages

There are seven pages available to provider (CPA/CCI) users:

- Login
- Registration/Vendor Staff Detail
- Child List
 - Displays list of children currently in care or who have recently left the agency or facility's care
 - Users may only access information for children in care of their agency
 - Additional information including current RBWO program, Per Diem Rate, and Waiver Rate as recorded in Georgia SHINES (when applicable)
- Facility/Agency – Homes List
 - Shows agencies to which a user is assigned
 - Homes List view shows the list of CPA homes currently assigned to an agency as recorded in Georgia SHINES

Vendor Portal Pages cont.

- **Portal Child Detail**
 - Provides information on person demographics, current placement, case manager contact information, child characteristics that may affect placement, and list of contacts made with the child
- **Portal Contact Detail**
 - Entry of Purposeful Visit contacts for children in care
 - Provides access to record a Safety, Permanency, and Well-Being Narrative
- **Staff List**
 - Provides access to list of users assigned to an agency or facility

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Children in Care

Person ID	Name	Case ID	Gender	DOB	Age	Resource Name	Resource ID	Placement Date	Rate	Waiver	Program
1132979	Marion, Deborah	1240938	M	02/11/2005	4	Alpha Home Care	8545709	07/27/2009			CF
1839294	Beatrice, Deanna	1240938	F	10/11/2005	4	Admission, Illinois	8513709	03/15/2009			CF
1473245	Beatrice, Deanna	1240938	F	02/11/2005	4	Alpha Home Care	8545709	07/27/2009			CF
1839294	Beatrice, Deanna	1240938	F	10/11/2005	4	Admission, Illinois	8513709	03/15/2009			CF
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- This list page also displays:
- Placement Type
 - Legal County
 - RBWO Program
 - Basic Rate
 - Waiver Rate

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Facility/Agency – Homes List

User Name	Agency	Home ID	Home Name	Home Address	Home City	Home State	Home Zip	Home Phone	Home Fax	Home Email
Don, Thomas	8553263	Active	Home/Other Facility	Non DFCS F/A Home	109 HECK ROAD					
Wanda, Andrea DeCicca	11307992	Active	Home/Other Facility	Non DFCS F/A Home	3202 HOLLY HILL LN					
Ronald, Louis	11304153	Active	Home/Other Facility	Non DFCS F/A Home	83 RALPHSON CT					
Robert, Louis (Luis)	11304798	Active	Home/Other Facility	Non DFCS F/A Home	471 COTTAGE DR					
CECELIA, KATHY	11304237	Active	Home/Other Facility	Non DFCS F/A Home	4113 NORTHBRIDGE					
Carol, Susan	8557551	Active	Home/Other Facility	Non DFCS F/A Home	1221 SCRAPPE COSE					
Carol, Susan	11308884	Active	Home/Other Facility	Non DFCS F/A Home	3473 SWEET FLAG F					
Charles, James	8558323	Active	Home/Other Facility	Non DFCS F/A Home	5221 HARTFORDS					
Charles, James	8551851	Active	Home/Other Facility	Non DFCS F/A Home	2121 DAVENPORT					
Christina, Susan	8557335	Active	Home/Other Facility	Non DFCS F/A Home	3247 CHANISOLA TR					
Cheri, Frances	8555583	Active	Home/Other Facility	Non DFCS F/A Home	1253 FAIRLAND RD					
Christina, Susan	8559983	Active	Home/Other Facility	Non DFCS F/A Home	758 LAUREL CHEST					
Christa, Jennifer	8514174	Active	Home/Other Facility	Non DFCS F/A Home	1200 POWDER SPR					
Clara, Sheryl (Clara)	11307085	Active	Home/Other Facility	Non DFCS F/A Home	873 WATERGARD LN					
Conrad, Chandra (Clara)	11307087	Active	Home/Other Facility	Non DFCS F/A Home	3888 COLLIER TRCV					

List of all private agency foster homes assigned to the agency that was selected using the Facility/ Agency List view.

Providers can validate the accuracy of homes assigned to their agency and to access a list children in care by the home in which they are currently placed.

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Safety, Permanency and Well-Being Narrative Type

SHINES DATA ENTRY

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- ECEM must documented within 72 Hours of the visit into SHINES. As of July 1st , there are no other documentation options (such as emailing the narrative to the case manager.)
- The SHINES entry is final and un-editable seven (7) days after the date of the ECEM regardless of when the entry is actually input.



Safety, Permanency, Well-Being Narrative Type

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- **Safety Section**
 - Maltreatment
 - Imminent Threat of Harm
 - Child Vulnerability
 - Caregiver Protective Capacity
 - Safety Interventions
 - Emerging Dangers
 - Risk Interventions

Safety, Permanency, Well-Being Narrative Type

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- ❖ **Safety Section**
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Safety, Permanency, Well-Being Narrative Type

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- ❖ **Permanency and Well-Being Section**
 - ❖ Contact with Caregivers
 - ❖ Contact with Children

Safety, Permanency, Wellbeing Narrative Type

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- ❖ **Case Plan Update Section**
 - ❖ Child's Progress Regarding Individual Service Plan (ISP) and DFCS Case Plan Goals
 - ❖ Child's Involvement in ISP Case Planning
- ❖ **Next Steps**
- ❖ **Supervisor Comments/Case Manager Updates**


**Communicate! Communicate!
Communicate! Communicate!**



**BE SURE TO LET THE DFCS
CASE MANAGER KNOW.....**

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**Documentation
Do's**



- Include A Summary of What Happened
- Include Child's Progress
- Include Safety, Permanency and Well-Being Issues
- Include Collateral Updates (counseling, other services updates)
- Include any concerns or red flags needing follow-up

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**Documentation
Do Not's**



- Don't Use Unapproved Abbreviations
- Don't Use Subjective, Comment Vague Terms in Isolation
- Don't Use **All CAPITALS**
- Don't Use **NON-STANDARD FONTS OR font Sizes**

Completion Certificates

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- The post-test is located at <http://www.classmarker.com/online-test/start/?quiz=vc34e380cfb54745>
- You must earn at least 70% on the post-test to receive a completion certificate.



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For More Information on ECEM visit
www.gascore.com

For More Information on the CFRS visit The
Administration
for Children and Families at
www.acf.hhs.gov .

Questions?

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EMAIL ---
DR. EDDIE GORDON
OPM TRAINING SPECIALIST
EDGORDON@DHR.STATE.GA.US
