

Division of Family and Children Services

CPA Practice Matters: Conversations Part II



Date: July 11, 2012

Georgia Department of Human Services



Vision, Mission and Core Values

Vision

Stronger Families for a Stronger Georgia.

Mission

Strengthen Georgia by providing Individuals and Families access to services that promote self-sufficiency, independence, and protect Georgia's vulnerable children and adults.

Core Values

- Provide access to resources that offer support and empower Georgians and their families.
- Deliver services professionally and treat all clients with dignity and respect. Manage business operations effectively and efficiently by aligning resources across the agency.
- Promote accountability, transparency and quality in all services we deliver and programs we administer.
- Develop our employees at all levels of the agency.

Conversation Goals



- Meet Participants Needs
- CPA / DFCS Staff Networking
 - Develop Partnerships
- Review Key Policies
 - Discuss Policy Sources
- Answer Practice/Policy Questions
- Provide Updates

Conversation Plan

- Welcome
- Previews on What's Upcoming
- Initial Approvals
- Supporting/Supervising Caregivers
- Policy Violations / CAPs
- Re-Evaluations
- (Policy Q & A Panel Throughout)
- Evaluations/Adjourn



PART III

- Adoption Consideration Evaluation
- Placement Matching
- Recruitment
- Safety Response System
- Special Investigations
- Policy Revisions

RD: Resource Development

The People

- Resource Development Workers (RD workers)
- Regional Adoption Coordinators (RACs)
- Permanency Unit (State Office)
- CPAs: Your RD Team

Policy

- Social Services 1014
- Social Services 1015
- Foster Parent Manual
- RBWO Minimum Standards
- RBWO Contract
- PBC Measures



The following previews have been approved for **ALL AUDIENCES** by the Office of Provider Management.

RATED: FY 13 | **For all CPA Audiences**

Expectations, Policy Changes, Partnership, GA Score

What's Upcoming!

Required Forms

- Standard Referral Form
- Medical Forms
 - Revise: Form 36, Initial for Caregivers
 - New: "Form 36-A", Health Statement for Other Household Members
 - New: "Form 36-B", Caregiver Re-Evals (Annually (as applicable) and Every 5 Years)
- Rewrite of 1014 and 1015 **Still Planned for Fall 2012!**
- Caregiver Placement Preferences – **DRAFT Provided Today**

In Progress!

F/A Home Search

Enter Search Criteria below to find an F/A Home. If a Resource ID is entered, the search will use only that identification number to find a match.

‡ Home Name:	<input type="text"/>	‡ Resource ID:	<input type="text"/>
Status:	<input type="text" value="▼"/>	‡ Region:	<input type="text" value="▼"/>
County:	<input type="text" value="▼"/>	‡ Category:	<input type="text" value="▼"/>
City:	<input type="text"/>	Home Type:	<input type="text" value="▼"/>
Language:	<input type="text" value="▼"/>	School District:	<input type="text" value="▼"/>
Marital Status:	<input type="text" value="▼"/>	Inquiry Date:	<input type="text"/> <input type="text" value="📅"/>

▼ Advanced Search

Child Search



Child Person Id: **Search**

Child Characteristics


[Expand All](#) [Collapse All](#)

- ▶ Developmentally Delayed/Learning Disability
- ▶ Emotional/Behavioral Diagnoses
- ▶ Exhibited Behavior
- ▶ Family History
- ▶ Hearing/Visual Impairment
- ▶ Medical Diagnoses
- ▶ Mental Retardation
- ▶ Other

Child Race

Child Characteristics[Expand All](#) [Collapse All](#) **Developmentally Delayed/Learning Disability** **Emotional/Behavioral Diagnoses**[Select All Child Characteristics](#)[Deselect All Child Characteristics](#)

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> ADD/ADHD | <input type="checkbox"/> Adjustment Disorder | <input type="checkbox"/> Anxiety Disorder |
| <input type="checkbox"/> Asperger's Disorder | <input type="checkbox"/> Attachment Disorder | <input type="checkbox"/> Autism |
| <input checked="" type="checkbox"/> Bipolar | <input type="checkbox"/> Child Hx of Sexual Abuse | <input type="checkbox"/> Conduct Disorder |
| <input type="checkbox"/> Depression | <input type="checkbox"/> Disruptive Behavior Disorder | <input type="checkbox"/> Dysthymic Disorder |
| <input type="checkbox"/> Eating Disorder | <input checked="" type="checkbox"/> Emotionally Disturbed - Diagnosed | <input type="checkbox"/> Gender Identity Disorder |
| <input type="checkbox"/> Homosexual | <input checked="" type="checkbox"/> Impulse Control Disorder | <input type="checkbox"/> Mood Disorder |
| <input type="checkbox"/> Oppositional Defiant Disorder | <input type="checkbox"/> Paraphilia | <input type="checkbox"/> Personality Disorder |
| <input type="checkbox"/> Pervasive Developmental Disorder | <input checked="" type="checkbox"/> Post-Traumatic Stress Syndrome | <input type="checkbox"/> Psychotic Disorder |
| <input type="checkbox"/> Schizoaffective | <input type="checkbox"/> Schizophrenia | <input type="checkbox"/> Separation Anxiety Disorder |
| <input type="checkbox"/> Traumatic Brain Injury | | |

 **Exhibited Behavior**[Select All Child Characteristics](#)[Deselect All Child Characteristics](#)

- | | | |
|---|--|--|
| <input type="checkbox"/> Abnormal Bowel Movement Behavior | <input type="checkbox"/> Aggressive | <input type="checkbox"/> Animal Cruelty |
| <input type="checkbox"/> Assaultive Behavior | <input type="checkbox"/> Child Alcohol Abuse | <input type="checkbox"/> Child Drug Abuse |
| <input type="checkbox"/> Expectant Father | <input type="checkbox"/> Fire Setting | <input type="checkbox"/> Gang Activity/Affiliation |
| <input type="checkbox"/> Has Trouble Sleeping | <input type="checkbox"/> Inhalant Abuse | <input type="checkbox"/> Pregnant After Removal |
| <input type="checkbox"/> Prior Suicide Attempts | <input type="checkbox"/> Prostitutes | <input type="checkbox"/> Runs Away |

New GA SCORE Search Tool Coming Soon!



Optional Use Forms

- Individual Service Plan – Posted on GA SCORE
- Discharge Summary—Posted on GA SCORE



CPS Screening Team

- **Screening Prospective Caregivers for CPS and caregiver service history**
 - To determine whether or not prospective caregivers are eligible for placement of DFCS children/youth

In Progress!
- **Rescreening Existing Caregivers**
 - Fulton/Dekalb Residences by June 30th
 - Rest of the State by December 31st

COMPLETED!
In Progress!

FY 2013 Training Requirement

- 4-Week Pre-Service Training for CSS, CSW and HSP Staff
- Tracking of Annual Training for All Staff

**Draft Plan Posted on GA SCORE.
Comments due by July 9th**



CPA Foster Home Information Sharing

Issues

- Limited Information on CPA Foster Homes
- Unable to Use Placement Matching Tool in SHINES for CPA Homes
- Homes offered for Placement BEFORE they are entered into SHINES
- No QA Process via GA Score
- Have to Request Documents to Review for PBC Scores

Solutions for FY 13

- GA Score
 - Uploading Narratives
 - Placement Preferences Form
 - Home “approval” status requires input from OPM
 - Re-Eval Requires Uploading of Narrative
 - Alerts
 - Re-evals
 - New Household Members

Delayed Due to Funding...

Know Before You Invest

Get A Reference from
Previous Agencies

Ask Specifically About
Policy Violations and
CPS Investigations

www.gascore.com



Caregiver Service Cycle

Recruitment

Preparation

Support/Supervision

Retention

Closure

Questions



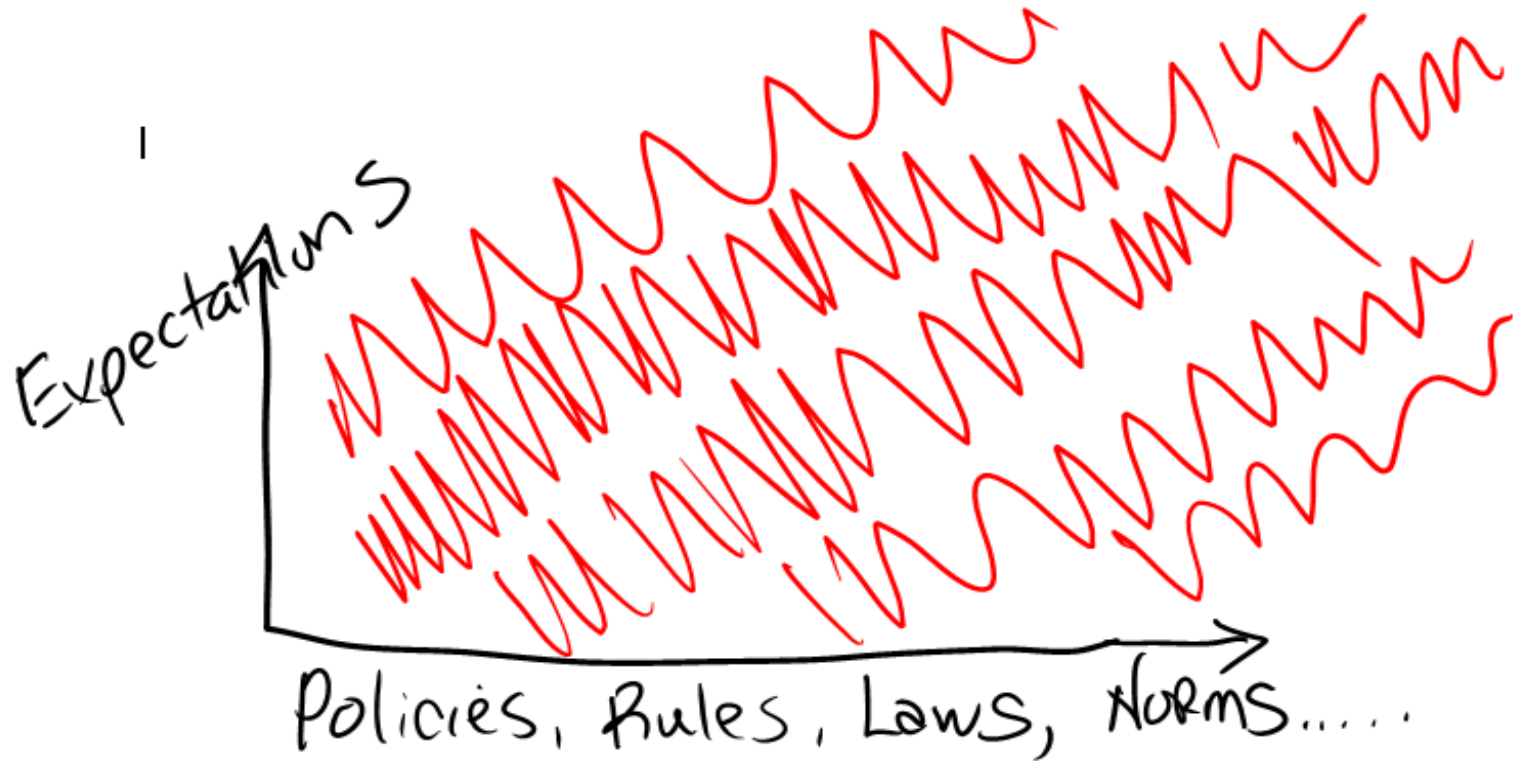
**Being a
Caregiver
OR a Case
Worker Can
Feel Like
Walking A
Tight Rope**



Foster Parent Policy Violations

- *Violations of foster care policies are actions by a foster parent that breach any foster home approval policy or procedure but do not constitute abuse or neglect. Violations may be sufficient grounds for closing a home.*

High and Wide Expectations and Standards



First Things, First This....

Have to know the rules, standards, policies in order to know if they've been violated.

Safety First.

Every possible issue isn't written.

Individual issues must be assessed and juxtaposed on what is written to determine if there is a violation.

Know 1014, 1015, RBWO Standards, DFCS Foster Parent Manual plus...

Implicit in the fact that the agency has legal custody of a child is the assurance that the child will be protected.

SS Policy 1015.21



First Things, First This....

Have to know the rules, standards, policies in order to know if they've been violated.

Core Questions

Are the children safe?

Are there needs being met?

Are they being exposed/subjected to anything that could cause them physical or emotional harm?

Is permanency being facilitated or delayed?

Are the rules/policies being adhered to?

Is the agency at risk?

.....



Red , Yellow , or Green?



Caregiver has an active issue that would be categorized as a **Serious/Discipline Policy** Violation.



Caregiver has an active issue that would be categorized as a **Low Risk** Policy Violation.



Caregiver does **NOT** have any active issues.

Low Risk Policy Violations

Violations that do not pose a direct or immediate risk to children.



Not Limited To ...

- Missing Training Hours
- Lack of Partnership
- Inappropriate Discipline (not corporal)
- Not Informing Agency About New Household Members

Low Risk Policy Violations

Assess, Document and Follow-Up

- Assess within 5 days
 - Depending upon nature of the issue, contact may be via phone or in-person.
 - Communicate the exact nature of the complaint
 - Use Collaterals if needed
 - Document Conclusions (Unsupported or Supported) and inform the caregiver.
- Provide Strategies for Correction as Needed
- Follow-up During Regular Contacts
- **Note:** Depending on the nature of the issue, a formal CAP may be appropriate. At any rate, official documentation of the PV must be in the record.

Red: Serious/Discipline Policy Violations

The Rules...1015.25

Acts or situations by the caregiver that pose an immediate or potential risk to the safety or well-being of the child in care.



- Inappropriate Discipline (physical and emotional)
- Supervision Issues
- Other Safety Issues that Pose A Serious Risk

Red: Serious/Discipline Policy Violations

Reporting Allegations

The allegations are immediately reviewed...and forwarded to CPS for screening.



- Assess Safety
- Place the Home on Hold to Additional Placements (in GA Score)
- Do Begin Assessment of the Allegations
- Do Begin Corrective Actions
- Do Make a Report to Child's Case Manager
- Do Make a CPS Referral to the Caregiver's County
- Don't Compromise the integrity of the CPS Investigation
- Do Make a Significant Events Report to OPM (include that Home has been placed On Hold)

Red: Serious/Discipline Policy Violations

ASSESS THE ISSUES



- Assessment Completed within 72 Hours
 - Home Visit
 - Interview / Observation
 - Listen to the Caregiver
 - Make Collateral Contacts if needed
- Draw Conclusions
 - Provide the Caregiver with Summary of Finding
 - Document within 10 Days in the Record Using Format N-7 or Comparable

Assessment Format (N7)

I. Family Composition, Ages and Relationships

Include all adults, birth, adoptive, and foster children, and the length of time adoptive and foster children have been in the home. Indicate if any of the children are in the adoption process.

II. Agency Involvement

Give a brief description of the foster, foster/adoptive, adoptive parent's history with the agency. Include the length of time in foster/adoptive training, and incidents of foster home policy violation and any previous allegations of abuse or neglect. Relate any other significant information which would help someone unfamiliar with the parent(s) have a better understanding of the relationship with the agency.

III. Referral Information

Include the source and date of the report and a detailed description of the alleged violation.

IV. Results of the Assessment

Present a chronological account of what occurred during the assessment. Relate any consultation with other staff. Include the dates and locations of all interviews, and names of those present during each interview. Interviews should be conducted with all children in the home, all caretakers, collateral contacts, and witnesses. Interviews will be conducted separately, where possible. Summarize the content of each interview, including caseworker observations, and notations of discrepancies in statements. Conflicts in information must be explained, even if it is necessary to conduct second interviews. Written collateral information, such as medical and police reports, if to be briefly summarized.

V. Conclusions and Case Manager's Recommendations

VI. Summary of Case Staffing

Red: Serious/Disciple PV Outcomes



Unsupported Allegation

Issues cannot be validated.

- Home can still be closed if there are other safety / well-being issues OR if the family was uncooperative with the assessment.

Supported Allegation

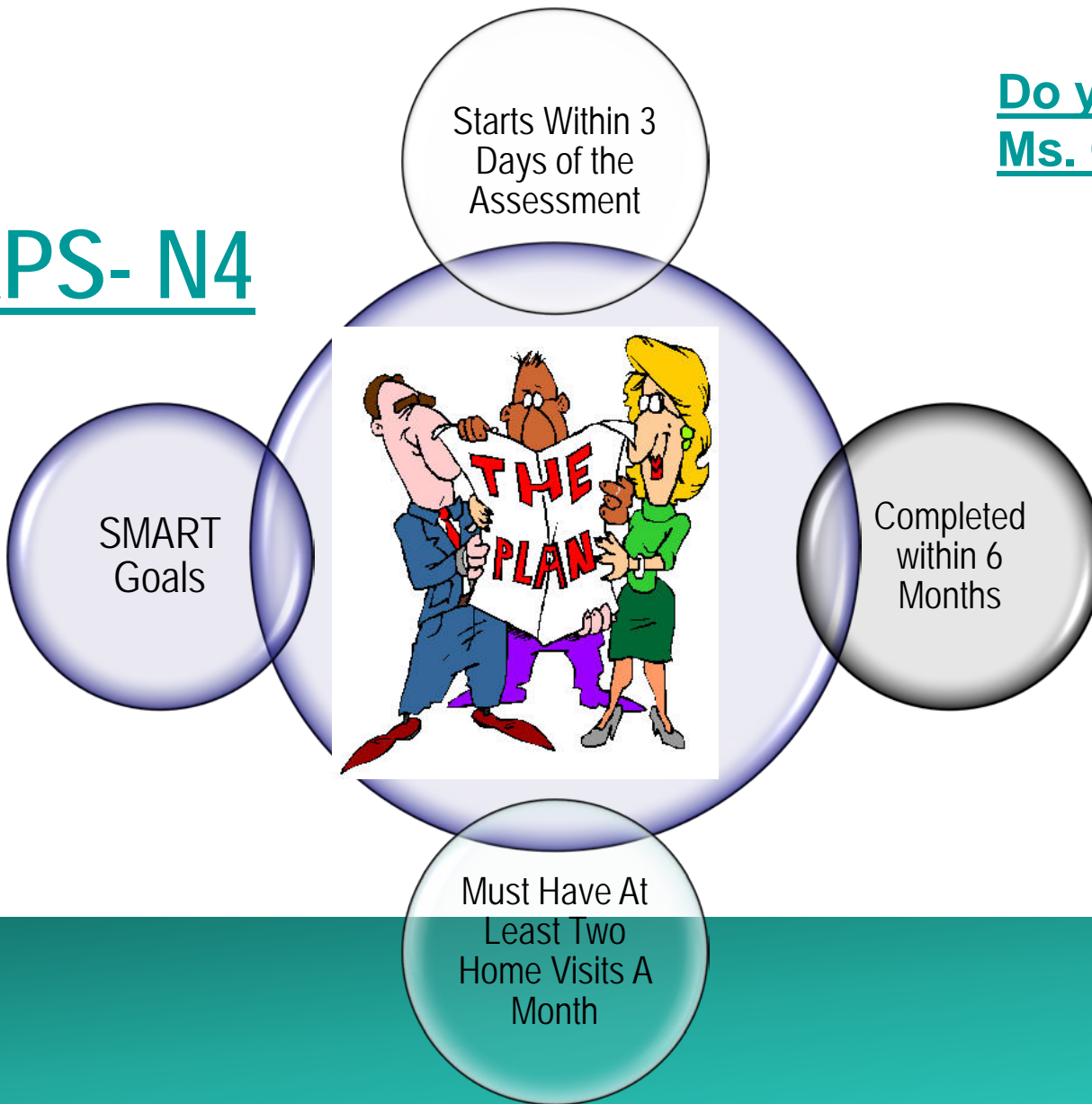
Issues were validated OR as a requirement resulted from a CPS investigation that was unsubstantiated.

- Home must be closed upon a second occurrence (no matter the timeframe).
- Closure required if the PV had a direct impact of the safety/well-being of children (even if it was the 1st occurrence).
- Closure may occur If the family is uncooperative.

One Per Family Allowed : CAPS

CAPS- N4

Do you remember
Ms. Cora?



TO CLOSE OR LEAVE OPEN?

Unless policy requires closure, the agency should consider the following factors in making home closure decisions:

- Severity of the Incident
- Patterns and Parenting History
- Willingness to Change
- What Will It Take to Resolve the Issue
- Relationship Between Child and Caregiver



Questions

