

CSA TODAY

A NEWSLETTER OF THE OFFICE OF CHILDREN'S SERVICES

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Director's Blog

Scott Reiner, Executive Director

By the time you read this, schools in almost every city and county will have opened for the new year, which means summer is winding to a close. I'm not sure how it flies by so quickly, but it seems to do so every year.



Like the new school year, several things in CSA get a fresh start with the beginning of the new state fiscal year (July 1). A few things to be aware of include:

- As one of OCS's efforts to "reduce the bureaucracy" and streamline local requirements, we will have initiated a "one-step" process for accessing the local CSA administrative funds. Each local Fiscal Agent has been sent an e-mail asking them to log into the Local Government Reporting system and "sign off" on receiving the allocated funds. Once that single action is taken, the funds will be distributed in October. There is no need for anyone else to "touch" this process or remember to request the funds.
- Just before July 1, the OCS IT team implemented a new process for reconciling and requesting adjustments to the local Medicaid share process. This new process allows discrepancies (e.g., the child left our jurisdiction, the child never resided in our locality) to be directly reported to and corrected by OCS instead of going through a third party (in the past, it was Magellan). Information on this was recently distributed in CSA Administrative Memo #24-03.
- Local CSA allocations for FY25 have been distributed. The General Assembly's appropriation for the program's anticipated growth has increased substantially so that most localities will see a significant increase in the assigned base allocation.
- Just a reminder that effective July 1, the revised policy of the State Executive Council concerning which locality is responsible when a child/family relocates from one locality to another became effective. The significant change is with students receiving private day special education, with the previous 30-day transfer window being eliminated. Be sure

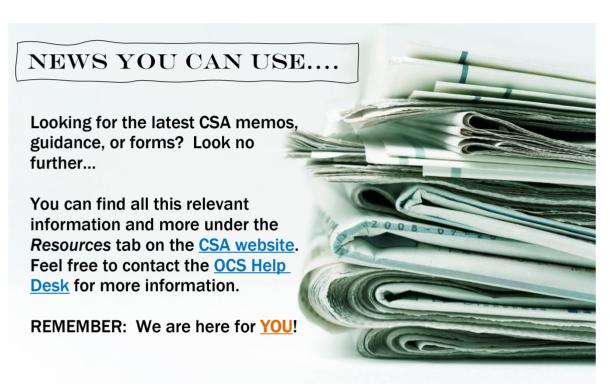


Director's Blog (cont'd.)

to read the new Policy 4.2 in the CSA Policy Manual.

So, enjoy the last days of your summer, looking ahead to all that lies ahead in the coming Fall season. As always, the quarterly CSA Today newsletter is full of important information. I hope you enjoy it and look forward to your feedback and (hopefully) contributions to future editions.









The 13th Annual Commonwealth of Virginia CSA Conference will be held at the Hotel Roanoke & Conference Center in Roanoke, Virginia. This year, we are Unlocking Our Potential by building strong and trusting relationships, accessing tools integral to organizational change, and embracing new challenges! Registration, lodging options, and other conference details can be found by visiting the conference website at https://www.cpe.vt.edu/ocs/. Registration closes on October 16, 2024.

For the first time ever, we will facilitate a joint pre-conference session with CSA Coordinators, CPMT members, and FAPT members on October 15th from 2 PM to 5 PM. CSA Coordinators and CSA team members are invited to engage in this collective training that focuses on building trust and addressing the power dynamics between professionals, stakeholders, and families. Registration is required to attend the pre-conference event. Please be sure you have signed up for this workshop "add-on" when you register online.

All things conference-related (i.e., agenda, breakout sessions, exhibitors/sponsors, evaluations, etc.) will be at your fingertips through the conference mobile app, *Guidebook*, to enhance your experience and engagement. There will be multiple breakout session tracks, with some of the sessions specifically identified for new CSA Coordinators, CPMT members, and FAPT members.

We look forward to seeing you all in October!

Follow us on Facebook (https://www.facebook.com/CSAOffice) and X (formerly known as Twitter) (https://twitter.com/CSAConferenceVA) for information on conference events.



Courtney Sexton
OCS Program Consultant

With the support of local vendors and state agencies, the Shenandoah Valley CSA Coalition (SVCSAC) hosted its annual CSA Training and Resource Day on the campus of James Madison University on July 26th. During the morning session, 80 attendees were presented with a panel discussion on ID/DD Services.

This was followed by an interactive keynote address by Dr. Michael Gillette of Bioethical Services of Virginia on *Ethics and the Welfare of Children*.

Following lunch, participants were able to visit with more than 40 vendors and engage in breakout sessions, which included information on Evidence-based Practices, animal-assisted therapy, and case collaboration in child welfare, among several others.

This event was a collaboration between the local CSA Offices, agencies, and services providers:

City of Staunton
Augusta County
Rockingham County
Shenandoah County
Clarke County
City of Winchester
ARROW Project
Grafton

City of Waynesboro City of Harrisonburg Page County Frederick County Warren County North Spring Hallmark DBHDS



This event was the culmination of months of planning by coalition members who are already working on next year's event, scheduled for August 1, 2025. The coalition will continue to work to provide an annual educational and networking opportunity for the region through this event, with the goal of growing resources in the area and ensuring access to those resources.



In May 2024, OCS held the annual New CSA Coordinator Academy at the Virginia Tech Center in Richmond. We welcomed 20 new CSA Coordinators from around the Commonwealth to Richmond for the event. Over three days, the Academy covered essential topics such as CSA History, FAPT and CPMT Roles and Responsibilities, CSA Eligibility, Child and Adolescent Needs and Strengths (CANS), CHINS/Parental Agreements, Service Planning and UR, CQI, CSA Finance and IT, Special Education, and Audit.

This event would not have been possible without the expertise of OCS staff, who contributed as presenters. THANK YOU for sharing your CSA expertise! We are also especially grateful for the logistical support provided by Marsha Mucha at OCS. She was the behind-the-scenes magician.

The Academy is a team effort, and we are grateful to our state and local partners for their contributions. Thank you to Erica Mann from UMFS for an engaging presentation on Collaborative Leadership, Lora Smith-Hughes from VDSS for your insights on Kinship Care, and Judy McKinney (FAPT Parent Representative of Hanover County) for your perspective on Parent Representatives in FAPT. We express immense gratitude to the seasoned CSA Coordinators, Crystal Bell (Newport News), Mills Jones (Goochland County), and Jessica McCauley (Prince William County), for their contributions in bringing "CSA to life" and for sharing your tips, tricks, and local expertise at the event.

We extend a warm welcome to our new CSA Coordinators:

Nadia Acosta (Clarke County)
Aimilee Branch (Norton)
Michelle Cornes (Patrick County)
Crystal Emershaw (Wise County)
Jeanene Foster (Appomattox County)
Helen Holman (Smyth County)
Angela Howard (Bath/Alleghany/Covington)
Titiana Nicholson (Sussex County)
Tara Ruffin (Norfolk)
Sahdee Watkins (York/Poquoson)

Emily Ashley (Lee County)
Tomasita Burkes (Rappahannock County)
Brande Crutchfield (Lunenburg County)
Belinda Farnham (Powhatan County)
Beth-Anee Fretz (Campbell County)
Lavinia Hopkins (Chesterfield/Col. Heights)
Jessica McConnell (Wise County)
Amber Quinney (Radford County)
Kezia Sweet (Shenandoah County)
Krista Yoder (Harrisonburg/Rockingham)

It was wonderful to meet you all 😌

We enjoyed spending time together in person and look forward to hosting the Academy again in 2025. See you at the CSA Conference in October!!



Auditor's Corner

Self-Care Tips for Audit Clients and Auditors

Submitted By: Stephanie Bacote, Program Audit Manager

Audit engagements can sometimes be stressful for the client and the auditor, an unpleasant experience for either party. It can invoke feelings of anxiety that disrupt clear thinking and judgment. Therefore, adopting healthy habits to manage stress is vitally important. Whether before, during, or after an engagement, taking time for self-care is a step in the right direction.

The World Health Organization (WHO) defines self-care as "the ability of individuals, families, and communities to promote and maintain their own health, prevent disease, and cope with illness – with or without the support of a health or care worker." June 24 – July 24, 2024 was designated as Self-Care Month. Although the monthly awareness campaign has ended, below are key takeaways from their promotion that may be useful to audit clients and auditors.

"Self-care actions are habits, practices, and lifestyle choices – things that we can do to help look after ourselves and lead a healthier life. They include but are not limited to:

- Taking regular physical activity physical activity has huge health benefits for our hearts, minds and bodies. Did you know that physical activity helps to reduce the symptoms of depression and anxiety? It also helps with thinking, learning and making judgments.
- Eating a healthier diet eat a variety of foods, including whole grains, nuts, lots of fruits and vegetables, and legumes like lentils and beans. And don't forget foods from animal sources like meat, fish, eggs and milk.
- Looking after our mental health good mental health is vital to our overall health and well-being. Things that help us look after our mental health include following a healthier lifestyle; spending time in nature and outdoors; talking to family and friends; getting a good night's sleep; managing stress and limiting 'high-risk' situations; talking about mental health problems as they arise; and seeking help when needed.

 $\label{eq:Source:https://www.who.int/news-room/events/detail/2024/06/24/default-calendar/self-care-month-2024#:~:text=24%20June%20marks%20the%20start,%2F7%20days%20a%20week%E2%80%9D.$

Taking care of yourself is essential, allowing you to be your best when engaging with others. A few minutes of self-care can make a difference in those tense moments. By implementing these practices, the audit client and the auditor will have a better overall audit experience. Building solid relationships is one of the many benefits of self-care, valued for future audit engagements.

Please get in touch with any Program Audit staff if you found this article helpful and would like more information on this topic. Contact information is available on the CSA website (https://www.csa.virginia.gov/). Also, check the OCS newsletter, CSA Today, for future articles.







Did You Know?

The reporting provided by the Office of Children's Services (OCS) on the CSA website is directly influenced by the quality of the data being submitted in your LEDRS files.

What "counts" as a youth receiving CSA-funded services?

The count of unique child IDs for each specific locality, for which a payment was made with CSA funds, for each fiscal year (except total length of stay, which reviews all FYs from 2016 to the present to calculate).

What happens when the same child is given multiple IDs in your system?

The child count is higher than it should be (unless only one of the youth's IDs shows up in LEDRS submissions for an entire FY)

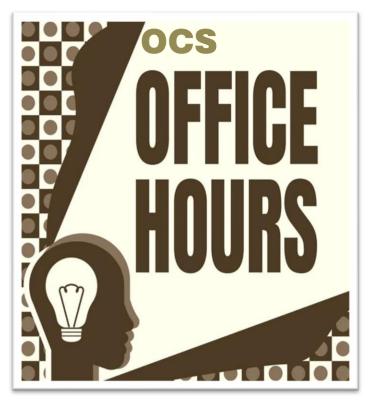
Average expenditures may be lower than reality (same amount of spending, but divided by an inflated child count, unless only one of the youth's IDs shows up in LEDRS submissions for an entire FY)

The average total length of stay may be lower than reality (same number of days total, but divided by an inflated child count; this measure is calculated across multiple FYs, so the "one per year" exception does not apply)

Data quality is also important for the Office of Children's Services (OCS) reporting to other entities and for data matching collaborations. Outcome and utilization information is reported annually to the General Assembly and provided to the State Executive Council (SEC). We participate with other state agencies to match data and support the long-term study of youth outcomes across Virginia's system of care. Data elements used to match youth identity across state agencies include date of birth and social security number. Reporting social security numbers such as "00000NULL" or "123456789" limits the matching capability of our data. It is important that the existing youth record in your case management system is updated with the correct social security number once it is available.

Taking small steps to ensure that the information about the youth served in your community is accurate (and unduplicated) can help with the meaningfulness of your data at the program level and its usefulness in assessing programs across the Commonwealth. If you have questions about updating the personal information of a child in your caseload, please get in touch with your case management software company (i.e., Thomas Brothers, Harmony).

Thank you for all that you do!



Virtual Office Hours with the Office of Children's Services (OCS) will return in September 2024, where local CSA community partners, OCS staff, and public agencies working within the CSA system of care will be provided opportunities to connect through recurring virtual meetings. These interactive sessions allow participants to ask questions about the CSA program and receive information on the important changes or updates that impact CSA implementation.

OCS has improved this virtual experience by inviting public agency partners to share information on their agency's purpose and resources and to answer questions about their alignment with CSA. OCS expresses its gratitude and appreciation to the representatives of the Virginia Department of Social Services (VDSS), the Department of Medical Assistance (DMAS), and the Department of Juvenile Justice (DJJ) for sharing valuable information with the CSA

community. The OCS staff collectively joined several "All Hands on Deck" sessions to address questions spanning various CSA program areas, such as CSA policy, Finance, CANS, legislative updates, Audits, etc.

OCS recently requested feedback from the CSA community on ways to improve these virtual meetings, and we will continue to work to provide an enriched experience during each encounter.

Virtual meetings will occur on the third or fourth Fridays between September and May during a 1-hour time frame (9:00 – 10:00 AM) or 90-minute time frame (9:00 – 10:30 AM), with no sessions being held in November and December. **Participants are encouraged to submit their questions in advance to Mary Bell (mary.bell@csa.virginia.gov) to assist presenters in providing comprehensive responses in real time.** If you are hesitant or unable to ask your question during a session, you may submit your question to the OCS Help Desk at this link (https://www.csa.virginia.gov/Contact/TechnicalAssistance/1).

To join a session, use this link, https://meet.goto.com/847692341, to connect to the *GoToMeeting* virtual platform. You can also dial in using your phone.

Access Code: 847-692-341 United States: +1 (872) 240-3311

Be on the lookout for email notifications about the upcoming virtual sessions. And don't forget to invite your community partners.

We look forward to learning and connecting with you!





Reminder: All reimbursement requests for services incurred between July 1, 2023 and June 30, 2024, must be approved in LEDRS before the close of business on September 30, 2024.

As you know, the Office of Children's Services (OCS) is working to close out the Children's Services Act (CSA) program year 2024, which ended June 30, 2024. Localities have until September 30, 2024, to have all expenditures related to the CSA program year 2024 processed into the Local Expenditure, Data, and Reimbursement System (LEDRS) and approved by your CSA fiscal agent. You must complete all your expenditure data related to the CSA program year 2024 and upload it into LEDRS before the close of business on September 30th.



There is an **EASY** way to check the status of your LEDRS reimbursement requests so you don't miss any deadlines. Use the chart below to determine where in the approval process your submission is pending:

For Pool Reimbursements:

0	LEDRS file initiated by the Report Preparer
1	Report Preparer approved the pool report generated by the LEDRS
5	Fiscal Agent approved the pool report
6	OCS Finance Office approved for DOE processing
9	DOE Processed

For Supplements:

0	Report Preparer initiated a supplement request
1	Report Preparer submitted the supplement request
3	CPMT Chair approved the supplement request
5	Fiscal Agent approved the supplement request
8	OCS Finance Office partially funded the supplement
9	OCS Finance Office fully funded the supplement

To check your locality's reimbursement reports, visit the CSA website ($\underline{www.csa.virginia.gov/}$): CSA Financial Reporting \rightarrow Pool Transaction History.

Please get in touch with Kristy Wharton (kristy.wharton@csa.virginia.gov) for more information.

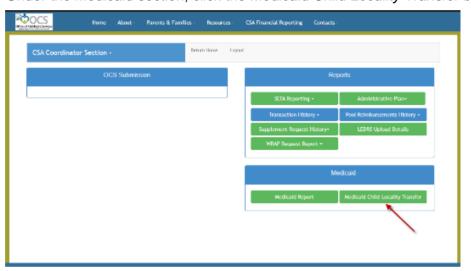


CSA Child Medicaid FIPS Change

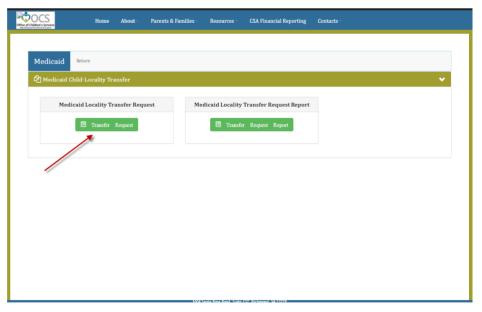
Preetha Agrawal, Chief Information Officer

To capture the CSA Child Medicaid FIPS Change, the Local Government System is modified to have a screen to capture the change. The change request screen will be available for the CSA Coordinator, CSA Fiscal Agent, or Report Preparer (RP) with an additional role for RP with Medicaid-FIPS-Transfer.

- On the CSA website Login to Local Government Reporting → Click on your module as either the CSA Coordinator, Fiscal Agent, or Report Preparer
- 2. Under the Medicaid section, click the Medicaid Child Locality Transfer button.

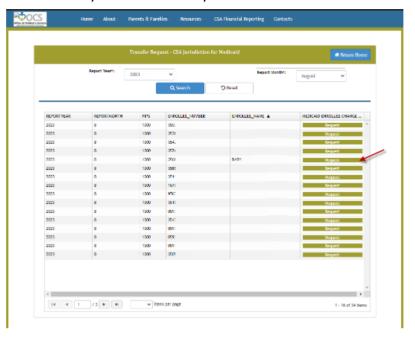


3. Click on Transfer Request.

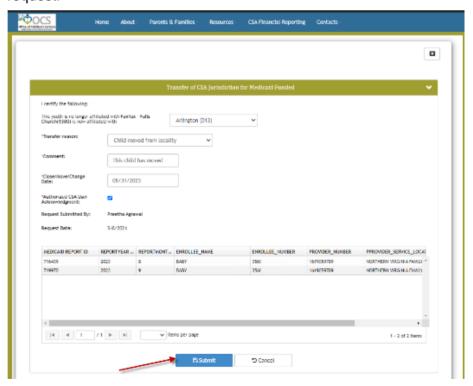


CSA Child Medicaid (cont'd)

4. Select the Report Year and Report Month and click the Search button.



5. Click the Request button against the child on which locality change needs to be requested. Enter the details for the Transfer of the CSA jurisdiction. If locality is not known, then scroll all the way down and select Locality Not Known. Fill in all the mandatory fields and click the *Submit* button. In the tabular section, all payments for the child in the system after the reporting month will be flagged for the change request.

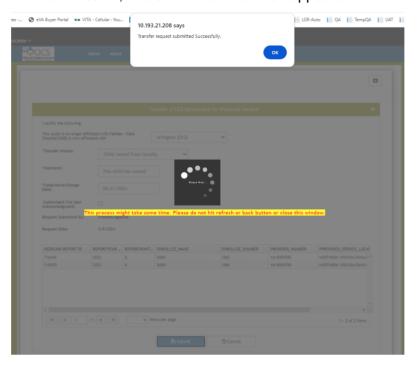


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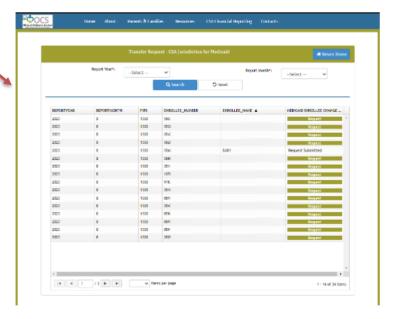


CSA Child Medicaid (cont'd)

6. After submission, this Confirmation screen appears.



7. The main screen changes to this



Questions may be directed to csa.virginia.gov using the Subject Line as Child Medicaid FIPS Change.

**If a CSA Coordinator needs their Report Preparer to access the Medicaid Transfer section, this role can be added to the Report Preparer in the Account Management System (AMS) by editing the User's profile and adding the new role (RP with Medicaid-FIPS-Transfer).

The **Parental Child Safety Placement Program** (**PCSPP**) is an initiative through the Department of Social Services (DSS) that creates a structured pathway to prevent court involvement and unnecessary foster care placement when a family assessment or investigation is initiated through Child Protective Services (CPS). This program allows families to voluntarily enter into an agreement with a relative or

fictive kin caregiver and the local DSS to provide services and support to prevent children from entering foster care when safety is a concern in the family home.

A decision must be made within five days of the placement to determine whether the child can safely return home or if the local DSS can provide additional support and monitoring through an In-Home Services case (foster care prevention) while the child lives with a temporary caregiver. The In-Home Services case can be open for up to 90 days to resolve issues leading to CPS involvement and



promote the child's safe return home. The agreement can be extended for an additional 90 days if deemed appropriate, at which time, the local DSS will determine whether to return the child home or seek court intervention.

This program became effective on July 1, 2024, following the passage of the enabling legislation in the 2024 session of the General Assembly. Additional funding was appropriated for VDSS to provide Relative Maintenance Support payments to the identified relative and fictive kin caregivers under the PCSPP agreement. CSA funds will not be used to support these payments. However, children, their families, and the relative or fictive kin caregivers served through the agreement are eligible for services under the CSA Foster Care Prevention mandate. The jurisdiction of the local DSS carrying the In-Home Services case will determine the responsible CSA jurisdiction. The responsible jurisdiction for FAPT review and recommendations and CPMT authorization of funding will remain with the jurisdiction of the local DSS providing case management.

For additional information on this new program, please get in touch with your VDSS Regional In-Home Practice or CPS Consultant. If you have CSA-related questions, you can send them to Carol Wilson, OCS Senior Program Consultant (ca.virginia.gov).

Resources

- o PCSPP Draft Guidance: https://fusion.dss.virginia.gov/dfs/DFS-Home/Resources/Guidance
- o Child Protective Services Fusion page: https://fusion.dss.virginia.gov/dfs/DFS-Home/Child-Protective-Services
- o In-Home Service Fusion page: https://fusion.dss.virginia.gov/dfs/DFS-Home/Prevention-Services/In-Home-Services

FOSTER YOUTH TO INDEPENDENCE





The Foster Youth to Independence (FYI) program is a partnership between Public Housing Agencies (PHAs) and Public Child Welfare Agencies (PCWAs) that provide Housing Choice Vouchers (HCVs) to eligible youth who are at risk of homelessness or have left foster care become self-sufficient.

The eligibility criteria for youth include the following:

- ➤ Be between 18 and 24 years old
- ➤ Have exited foster care or is scheduled to exit foster care within 90 days
- > Be homeless or at risk of becoming homeless at age 16 or older

Vouchers issued to youth meeting these criteria may only be used to provide housing assistance for 35 months. If certain requirements are met, the housing assistance may be extended for an additional 24 months.

To learn more about the FYI program, click this <u>link</u>. You can also submit your questions to the U.S. Department of Housing and Urban Development (HUD) at <u>FYI@hud.gov</u>.





OCS has created a CSA Family Guide video to prepare families for what to expect in the CSA process.

Click on the YouTube <u>link</u> to access the video.

As a compliment to the CSA Family Guide, the Office of Children's Services (OCS) has created a video in support of assisting families in learning about the CSA process. This video condenses the information found in the guide, and it offers valuable tips to families who are beginning their journey in CSA.

OCS would like to thank our local CSA partners who contributed to the development and content of the video:

- Jacqueline Zemmitt, Petersburg CSA Program Manager
- > Ami Butta, Accomack County FAPT Parent Representative
- Cristy Corbin, President of Family Support Partners of Virginia
- > Jessica West, Family Support Partner

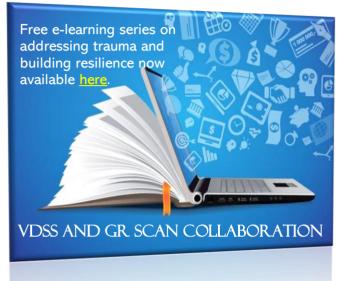
Their willingness to share and support the vision of this project is greatly appreciated!

The video can be accessed on the CSA website under the Parents & Families section or the VA CSA YouTube page.

Click the YouTube <u>link</u> to access the video, and don't forget to share it with your families and community partners!







2024 Central Virginia CSA Training and Resource Day

The Central Virginia Partnership on Youth (CVPY) will host its annual Training and Resource Day on September 20, 2024 at the Chesterfield Career and Technical Center.

Registration opens on August 1, 2024; so, don't forget to sign up and tell a friend!





CENTRAL VIRGINIA
PARTNERSHIP ON YOUTH



OCS has developed three new brochures that shares info on the Children's Services Act, the Office of Children's Services, and the CSA Family Guide.

For electronic copies, please contact Mary Bell (mary.bell@csa.virginia.gov).







FAMILY GUIDE



TA Questions of the Quarter



Based upon the broadcast released in May 2024 regarding Resource Home Reapprovals, if a resource home serving IV-E eligible children is determined to be ineligible for IV-E payments due to a lapse in background checks or the Certificate of Approval (COA), can CSA pay?

CSA can not pay maintenance for unlicensed or unapproved foster homes, including when there is a gap in renewal. This would be an inappropriate use of CSA funding.

The Virginia Department of Social Services (VDSS) has developed a "Shared Fiscal Accountability" document, which outlines circumstances when VDSS is responsible, when CSA may pay, and when responsibility lies with the local DSS (LDSS). This document was revised in May 2023 in collaboration with local DSS representatives, VDSS, and the Office of Children's Services (OCS). The document contains a chart that underscores the LDSS's responsibility if it "places or maintains a child in a placement that does not meet licensing requirements" or if there is an "LDSS failure to meet the safety requirements for a placement setting (criminal background checks and Central Registry checks)."

The document can be found <u>here</u> on the Fusion page or you can refer to <u>Title IV-E guidance</u> (Sections 1.2.4, 1.5, and 1.7.2) regarding eligibility and entitlement requirements.

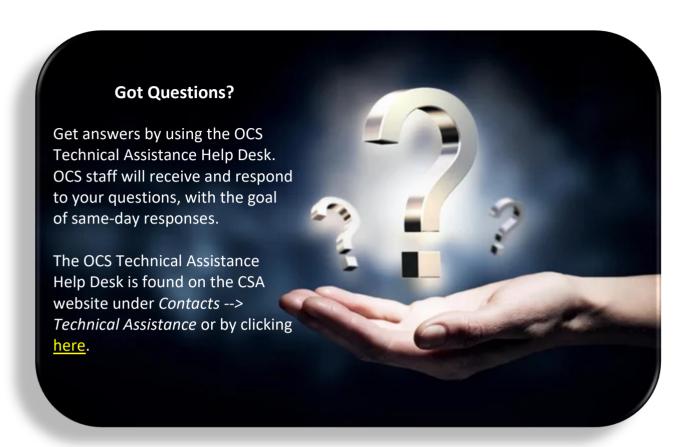
A student is attending a private day placement via their IEP recommendation. There is a current CSA consent and updated IEP on file; however, the student's parents have declined to consent to the updated IEP. Can CSA pay?

The previously signed IEP remains in place and is valid until the updated IEP is signed by the parent. There should be consideration for the School Division to determine the parent's objection. CSA can continue funding the private day placement as long as the student is attending.

Can CSA pay for school transportation for a youth in foster care before the Best Interest Determination (BID) meeting?

BID meetings are required to be held within 3 days of a youth's new placement. CSA may pay for the transportation during that time frame. These meetings can be held face-to-face or electronically (by phone or virtually). If the BID is not held timely, CSA stops payment after the third day, and may resume payment for transportation once the BID is held.

For youth in foster care who are attending a private day placement via an IEP, the school in the locality of the local DSS holding custody is responsible for transportation before and after the BID is completed. This is also true if the youth resides in another locality for foster care.



Would you like to be contributor to CSA Today?

If you have information you would like to share with CSA colleagues around the state, please follow the guidelines for submission located **HERE**...

