

# OFFICE OF COMPREHENSIVE SERVICES

ADMINISTERING THE COMPREHENSIVE SERVICES ACT FOR AT-RISK YOUTH AND FAMILIES



The Comprehensive Services Act (CSA, §2.2-2648 et seq) was enacted in 1993 to create a collaborative system of services and funding for at-risk youth and families.

The CSA establishes local multidisciplinary teams responsible to work with families to plan services according to each child's unique strengths and needs and to administer the community's CSA activities.

The Office of Comprehensive Services (OCS) is the administrative entity responsible for ensuring effective and efficient implementation of the CSA across the Commonwealth.

Guiding principles for OCS include:

- Child and family directed care,
- Equitable access to quality services,
- Responsible and effective use of public funds,
- Support for effective, evidence-based practices, and
- Collaborative partnerships across state, local, public, and private stakeholders.



**Office of Comprehensive Services**

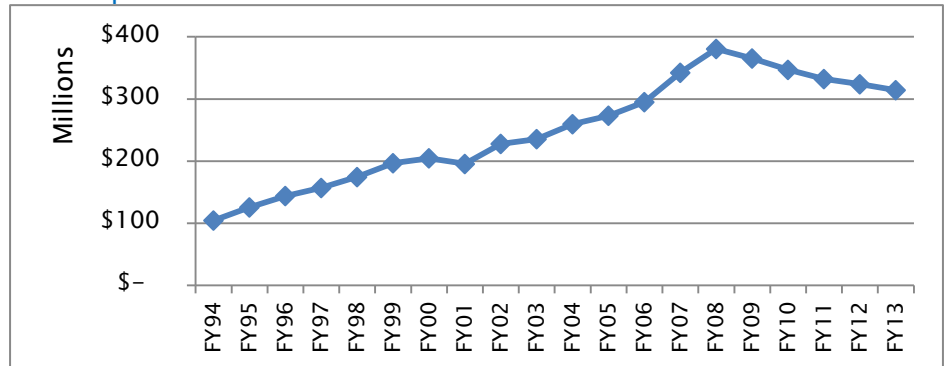
Empowering communities to serve youth

## PROGRESS REPORT ON COMPREHENSIVE SERVICES TO AT-RISK YOUTH AND FAMILIES

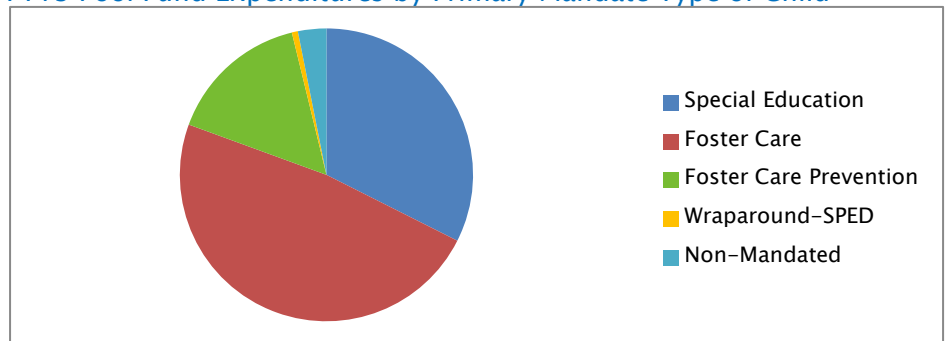
Biennial Report to the General Assembly, December 2013

In accordance with 2013 Appropriation Act, Chapter 806, Item 283 (H)

### Total Expenditures Under the CSA



### FY13 Pool Fund Expenditures by Primary Mandate Type of Child



### Additional Contributions to CSA Funded Services

	<b>FY12</b>	<b>FY13</b>
Medicaid (Treatment Foster Care, Residential Care)	\$ 67,290,950	\$ 74,185,835
Title IV-E (Foster Care Maintenance)	\$ 49,689,712	\$ 43,318,409

*Alternate funding is utilized for eligible youth and eligible services when available.*

### Funding Outside of the CSA for At-Risk Youth and Families

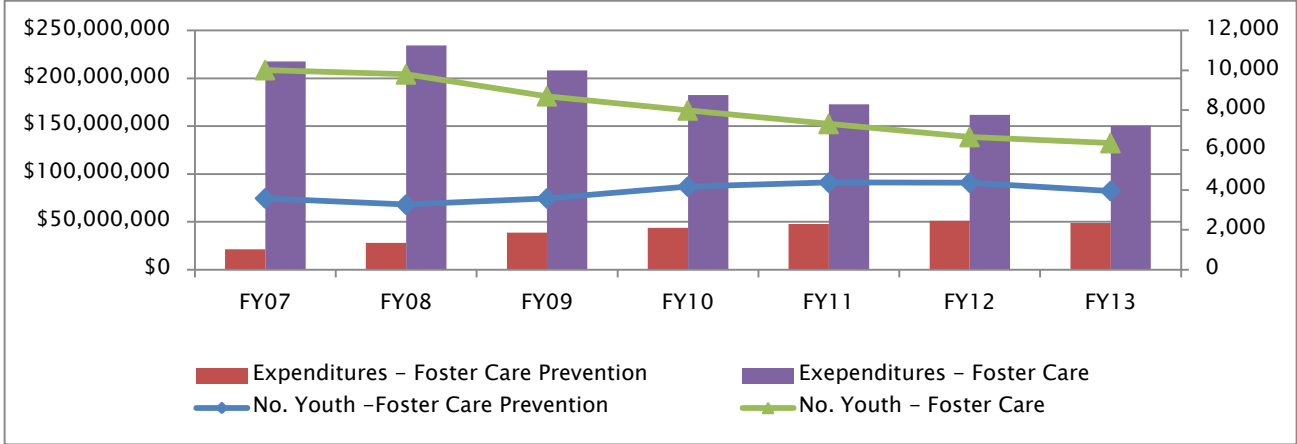
	<b>FY12</b>	<b>FY13</b>
Children's Mental Health Initiative Funds	\$ 5,648,128	\$ 5,648,128
Promoting Safe & Stable Families Funds*	\$ 8,228,931	\$ 6,426,061
Virginia Juvenile Community Crime Control Act Funds	\$10,034,252	\$ 9,946,039
<b>TOTAL</b>	<b>\$23,911,311</b>	<b>\$22,020,228</b>

\*approximately 75% Federal Funds

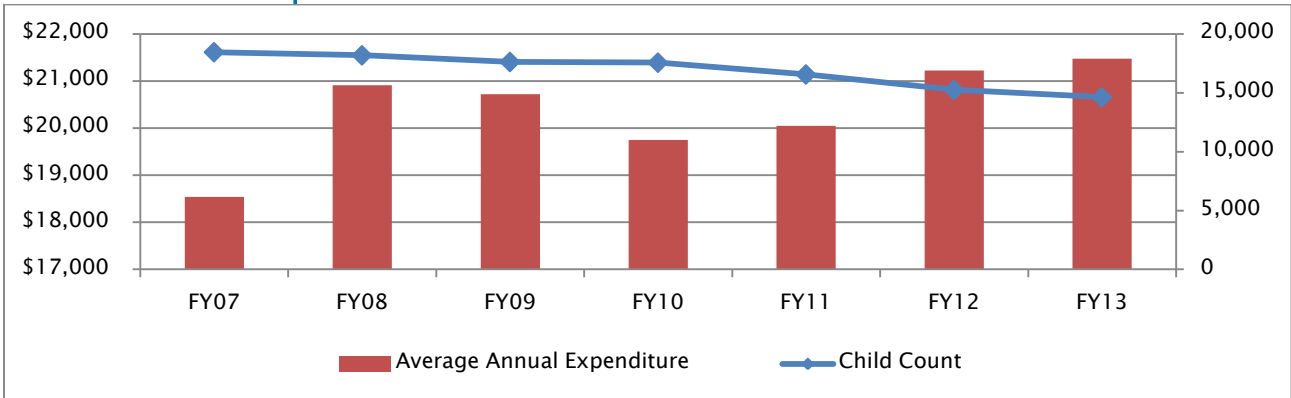
## KEY DATA

### Reinvestment of Dollars Saved Through Change in Service Delivery

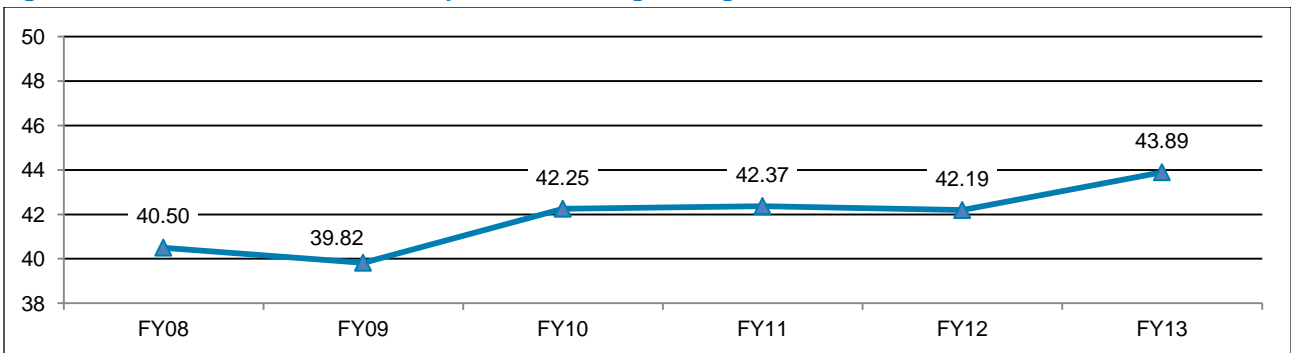
As the number of youth in foster care and expenditures for foster care services have declined, there have been corresponding increases in the number of youth provided foster care prevention services and the expenditures for those prevention services as illustrated in the graph below:



### Average Annual Pool Fund Expenditure Per Youth



### Percentage of Youth Served in Community-Based Settings (Target = 50%)



## PROGRESS ON GOALS AND STRATEGIES OF THE FY12–FY14 BIENNIUM

### GOAL 1: Support implementation of a unified system of care that ensures equal access to services for at risk youth across the Commonwealth.

Strategy	Progress
<p>1. Review and revise the policies of child serving agencies that govern the use of funds (e.g., CSA pool funds, Medicaid, Title IV–E, PSSF, VJCCCA, MH Initiative) to align:</p> <ul style="list-style-type: none"><li>• service criteria</li><li>• assessment</li><li>• authorization</li><li>• utilization review</li></ul>	<p>The SLAT is actively addressing this goal through examination of the requirements of fund streams available through state agencies. The SLAT is working collaboratively with the Department of Behavioral Health Services to inform its development of a “Strategic Financing Plan” as per requirements of an existing grant through SAMHSA to expand systems of care across the Commonwealth.</p> <p>The SEC adopted a policy on July 30, 2013 which requires consistent use of definitions, eligibility criteria, and service requirements across DMAS and CSA for community–based behavioral health services of Intensive In–Home, Mental Health Support Services, and Therapeutic Day Treatment.</p>
<p>2. Ensure protected, i.e., “non–mandated,” allocations are utilized for youth who are included in the target population but who are not otherwise eligible for mandated services.</p>	<p>Strategy requires allocation of additional General Funds. Budget proposal was submitted Fall 2013.</p>
<p>3. Support local development of services through state facilitated collaborative meetings between regional representatives and private providers.</p>	<p>The SEC Finance Committee and the Office of Comprehensive Services sponsored a meeting in southwest Virginia between private providers and local government representatives on February 5, 2013. Additional meetings will be scheduled.</p>
<p>4. Review, revise, and recommend policy and/or statute to enable development of new services which will address identified service gaps.</p>	<p>The SEC adopted revision to its “Carve Out Policy” which permits localities to allocate a portion Pool Funds for service development. Implementation of the policy requires allocation of additional General Funds. Budget proposal submitted, Fall 2013.</p>
<p>5. Examine and address inadvertent fiscal incentives for residential placement, parental placement, avoidance of FAPT/MDT process, e.g.,</p> <ul style="list-style-type: none"><li>• Medicaid match</li><li>• Family–of–one eligibility</li><li>• Education costs</li></ul>	<p>The SLAT has plans to address this goal during FY2014.</p>
<p>6. Support cross–secretariat leadership (i.e., HHR, Education, and Public Safety) on practice issues for the delivery and assessment of children’s services at the state level.</p>	<p>Coordination across Secretariats has been evidenced by:</p> <ul style="list-style-type: none"><li>• Cross–Secretariat discussion regarding issues of homelessness and youth exiting DJJ system including representatives of HHR and Public Safety Secretariats.</li><li>• Position of Deputy Secretary of Education and Children’s Services was established.</li></ul>

**GOAL 2: Support informed decision making through utilization of data to improve child and family outcomes and public and private performance in the provision of services to children and families.**

<u>Strategy</u>	<u>Progress</u>
1. Enhance collection, analysis, and utilization of appropriate client level data to enable comprehensive analysis of needs, services, providers, and outcomes.	As of July 15, 2013, client level data for period 7/1/2010 – 6/30/2013 was collected as follows: <ul style="list-style-type: none"> <li>• CSA expenditure data (105 out of 131 local communities),</li> <li>• Title IV-E expenditure data (111 out of 131 localities),</li> <li>• Medicaid expenditure data for community-based behavioral health services,</li> </ul> Data analytics system will be delivered to OCS from private contractor (SAS) on 11/30/2013. As of August 19, 2013, a web-based client data reporting system (CBDRS) was made available to localities to enable reporting of client level data for communities without electronic data systems.
2. Improve availability of meaningful data via CSA statistics web page.	Revised statistical reports are under development by OCS Information Technology team.
3. Develop and implement training for users to sustain data systems.	Training on use of the CBDRS was provided in August 2013 via three Webinar sessions. Workgroups of local users will be assembled in FY2014 to advise and assist in training.

**GOAL 3: Improve the operational effectiveness of CSA administration.**

<u>Strategy</u>	<u>Progress</u>
1. Support a comprehensive internal audit program designed to evaluate financial and programmatic processes and provide consultation and recommendations for improvement.	The OCS Audit Plan for Fiscal Years 2013–2015 was published in June 2012 and updated in July 2012. As of June 30, 2013, the status of local audits was as follows: <ul style="list-style-type: none"> <li>• On-site audits: 6 complete; 2 in progress</li> <li>• Self-assessments: 3 complete, 5 in progress</li> <li>• Special projects: 1 complete</li> </ul> Audit findings are published to the Web to serve as a tool to keep local governments informed. Local government feedback regarding the audit process is collected following each audit to enable continuous review and improvement of the process.
2. Enhance the engagement of CPMT representatives (including parents and private providers), juvenile judges, school superintendents, government administrators, and elected leaders in local administration of the CSA through increased opportunities for education regarding the CSA.	Two statewide conferences were conducted with more than 450 local CSA team participants represented. Participants by locality and stakeholder group are summarized in the <i>FY2012 and FY2013 Annual Report to the General Assembly Regarding Training Under the CSA</i> . Additional trainings have been held for individual stakeholder groups. Training activities and participants are summarized in the <i>FY 2012 and FY2013 Annual Report to the General Assembly Regarding Training Under the CSA</i> .
3. Update CSA Manual for increased usability.	Updates to the CSA Manual have been made as new policies and guidelines were adopted. The Executive Director’s Focus Group of CSA coordinators has been tasked with advising on format improvements.
4. Enhance fiscal and data reporting requirements to reduce local administrative burden and improve utilization of data for program evaluation and improvement.	Conversion of existing data reporting applications is under development by the OCS Information Technology Team.

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| 5. Implement robust training plan.  | The SEC has approved a comprehensive training plan submitted by the OCS for each fiscal year. Training activities and participants are summarized in the <i>FY 2012 Annual Report to the General Assembly Regarding Training Under the CSA</i> and the <i>FY2013 Annual Report to the General Assembly Regarding Training Under the CSA</i> .   |
| 6. Build/enhance a systemic culture of collaboration across state and local CSA stakeholders through technical assistance in team building, communication, consensus building, etc. | OCS provided technical assistance to communities in response to requests for assistance with team building, communication, and program improvement. Training activities and participants are summarized in the <i>FY 2012 Annual Report to the General Assembly Regarding Training Under the CSA</i> and the <i>FY2013 Annual Report to the General Assembly Regarding Training Under the CSA</i> . |
| 7. Enhance collaboration between SLAT and SEC through annual joint meeting for review of strategic planning initiatives.  | Joint meetings of the SLAT and SEC for strategic planning were held in September 2012 and September 2013.   |

## FY13–FY15 BIENNIAL PLAN

**GOAL 1: Support implementation of a singular, unified system of care that ensures equitable access to quality services for at risk youth across the Commonwealth.**

<u>Strategy</u>	<u>Responsible Body</u>	<u>Target Completion Date</u>
1. Review and revise the policies of child serving agencies that govern the use of funds (e.g., CSA pool funds, Medicaid, Title IV–E, PSSF, VJCCCA, MH Initiative) to align: <ul style="list-style-type: none"> <li>• service criteria</li> <li>• assessment</li> <li>• authorization</li> <li>• utilization review</li> </ul>	SEC (via SLAT)	7/31/2014
2. Ensure protected, i.e., “non–mandated,” allocations are utilized for youth who are included in the target population but who are not otherwise eligible for mandated services.	SEC	7/31/2014
3. Assist local governments to address service gaps through state facilitated meetings between regional CPMT representatives and private providers.	SEC Finance Committee	06/30/2016
4. Examine and address inadvertent fiscal incentives for residential placement, parental placement, avoidance of FAPT/MDT process.	SEC (via SLAT)	7/31/2014
5. Support cross–secretariat leadership (i.e., HHR, Education, and Public Safety) on practice issues for the delivery and assessment of children’s services at the state level.	SEC	6/30/2016

**GOAL 2: Support informed decision making through utilization of data to improve child and family outcomes and public and private performance in the provision of services to children and families.**

<b>Strategy</b>	<b>Responsible Body</b>	<b>Target Completion Date</b>
1. Enhance collection, analysis, and utilization of appropriate client level data to enable comprehensive analysis of needs, services, providers, and outcomes.	OCS	6/30/2016
2. Improve availability of meaningful data via CSA statistics web page.	OCS	6/30/2016
3. Develop and implement training for users to sustain data systems.	OCS	6/30/2016
4. Enhance utilization of the Child and Adolescent Needs and Strengths Assessment (CANS) for service planning and identification of needs; explore utilization of CANS to establish need and amount of enhanced maintenance (additional daily supervision) for youth in foster care.	OCS and VDSS	6/30/2015

**GOAL 3: Improve the operational effectiveness of CSA administration.**

<b>Strategy</b>	<b>Responsible Body</b>	<b>Target Completion Date</b>
1. Enhance the engagement of CPMT representatives (including parents and private providers), juvenile judges, school superintendents, government administrators, and elected leaders in local administration of the CSA through increased opportunities for education regarding the CSA.	SEC	6/30/2016
2. Update CSA Manual for increased usability.	OCS	12/31/2014
3. Enhance fiscal and data reporting requirements to reduce local administrative burden and improve utilization of data for program evaluation and improvement.	OCS	6/30/2016
4. Enhance collaboration between SLAT and SEC through annual joint meeting for review of strategic planning initiatives.	SEC	6/30/2016
5. Enhance communication across SEC members through reporting at SEC meetings regarding policy and program initiatives impacting upon children's services, e.g., Three Branch Institute, Magellan contract, SAMHSA grant.	SEC	6/30/2016
6. Develop and implement a system for program evaluation designed to assess state and local achievement of performance outcomes, implementation of best practices, and needs for technical assistance and training.	OCS	6/30/2016