

CWAC HIGH END COMMITTEE MINUTES

DATE: October 28, 2021

TIME: 1:00 p.m. – 3:00 p.m.

LOCATION: Web-Ex

1:00 PM - Begin

- **Welcome and Introductions**

- Approval of August Minutes- Minutes from September where approved as submitted.

1:10 PM

- **Northwestern University FFPSA Congregate Care Data & Reporting**

- Northwestern gave a presentation about new metric/data collection and reports to support Family First implementation. Question were raised about which data point should be prioritized for tracking and reporting in the Family First era.

The existing requirement for Family First from 301.100 and potential tracking measures:

- Assignment of independent assessor upon youth admission to QRTP
 - Compliance to assessment completion at admission
- QRTP placement assessments being completed within 30 day of placement
 - % of assessment completed within time frame
- Length of stay 6 months for children <13; 12 consecutive months for children >13; 18 months nonconsecutive lifetime
 - SACWIS day count; potential to identify youth who need extension
- Residential program is required to do engage/support Child and Family Team meetings (CFTM) monthly as well as engage in family finding activities; CFS 458-b part II (Relative Resource and Positive support worksheet)
 - Track completion of family finding activities
 - % of completion of CFS458-b part II
 - % of completion of CFTM
 - Tracking membership in CFTM
- Residential program must complete IM+CANS within 30 day of admission
 - Track timely completion of IM+CANS
- Preliminary discharge plan is to be submitted to Residential program at time of admission by referral source
 - % completion of preliminary discharge plans

- Residential program develops and implements discharge provisional discharge plan within 15 days of placement
 - % of timely discharge plan within 15 days of placement
- Discharge plan discussed at CFTM
 - % of discharge plans reviewed monthly
 - % of youth meeting discharge goals
- Aftercare plan reviewed and modified monthly and disseminated CFT members
 - % of monthly updates and distribution aftercare plan to CFT members
- Residential program provides stabilization services for youth, in collaboration with others for youth transition to new living arrangement for a minimum of 6 month
 - Sustained favorable discharge rate
- Residential program provides weekly contact with youth and placement resource during first 3 months post -discharge
 - % of monthly contact with youth, family, caregiver in post discharge

Clinical Staffing Review (CRS)

- CRS 2.0 is currently in draft format, pilot is will be done before full implementation

1:45 PM

- **Families First (FFPSA)** – Angela Hassell
 - Angela gave a brief historical overview of Family First implementation
 - Developed SAWIS & System functionality
 - Six Family First Primers
 - Implemented soft lunch
 - Procedure 3001.100, 906 -1 form posted on DNET
 - Operational staff FFPSA refresher and collaboration on phase 2 youth
 - Interdivisional meeting
 - Full implementation 10/0/21

2:00 PM

- **Auditor General's Findings -Dawn and Deann**
 - Appendix K- procedure 302 – the report was authorized by state senate and is 154 pages long
 - Audit point were presented; there were 9 audit point related to DCFS and POS operation, 10 were presented related to youth. The main concern revolved around appendix K of procedure 302 and the Foster Children's Bills of Rights being adhered to.
 - **Findings (brief summary)**
 - DCFS and Pos case workers agencies need to provide an review CFS 496-1 with all youth in care within 30 days, and every six months prior to administrative case review
 - DCFS need to fully implement the training required in appendix K. Ensuring all required individuals complete training; training is conducted on an annual basis for all welfare workers and POS workers
 - DCFS provides oversight and monitoring for POS agencies for compliance with appendix K

- Matching process should include an assessment of sexual orientation and gender identity needs for youth in care; DCFS should solicit this information from all youth willing to give it and offer any necessary services
- DCFS should ensure that all foster files are maintained
- DCFS should ensure sibling visitation plans are created for all youth who require one and ensure all sibling visitation plans are completed in a timely manner
- DCFS should ensure discussion of normalcy activities are documented in case notes

Next Meeting December 15th 1:00 – 3:00pm (November and December holiday combination)

3:00 p.m. Adjourn