



COMMONWEALTH of VIRGINIA

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Executive Director

OFFICE OF COMPREHENSIVE SERVICES
Administering the Comprehensive Services Act for At-Risk Youth and Families

ADMINISTRATIVE MEMO #15-01

TO: CPMT CHAIRS
CSA COORDINATORS

FROM: SUSAN CUMBIA CLARE

DATE: MARCH 2, 2015

SUBJECT: TECHNICAL EDITS TO STANDARDIZED SERVICE NAMES

On July 30, 2014, CSA Administrative Memo #14-06 was issued informing local CSA entities about the standardization of service names to be utilized for reporting to the Office of Comprehensive Services, effective July 1, 2015. Since the issuance of that Administrative Memo, several edits have been made to the list of standardized service names. These edits are primarily technical in nature and involve clarifications of the definitions.

The changes include:

- The “Group Home” service name has been eliminated and services provided in group homes are now included in the various categories of “Residential” services
- The service name “Supportive In-home Services” was changed to “Individualized Support Services” to make the terminology consistent with that of DBHDS and DMAS.
- Amendments to the definitions of unbundled residential services. The definitions now incorporate services in all levels of residential programs.

This Administrative Memo is to inform you that the revised “Standardized Service Names: CSA Purchased Services” (denoted as “Technical Edits - JANUARY 2015”) is now available on the CSA website and is attached to this transmittal.

Please be reminded that the standardization of names is not intended to be limiting to the services provided to children, but to bring consistency in the use of service names and establish consistency in expectations for those services.

Questions about the standard service names may be directed to the lead Program Consultant for this issue, Brady Nemeyer at brady.nemeyer@csa.virginia.gov or (804) 662-9819. Other CSA Program Consultants will be able to assist.

Thank you for your cooperation.