



# CSA TODAY

A NEWSLETTER OF THE OFFICE OF CHILDREN'S SERVICES

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## Director's Blog

*Scott Reiner, Executive Director*

Greetings from the Office of Children's Services. Spring is a season of renewed activity and things are "abuzz" in CSA. We will have completed our New CSA Coordinator Academy when you read this. This annual three-day CSA "boot camp" is for all newly hired (in the past 12 months) local CSA Coordinators (and a few other interested parties) and covers all the critical basics to perform those responsibilities successfully. Aply organized by Lead Program Consultant Anna Antell, and with presentations from almost every OCS staff, we look forward to this event as an opportunity to meet our newest local partners and get them "off on the right foot." This year we expect over 20 participants.



Program Consultant, Courtney Sexton, is "burning up the road" with new enhanced technical assistance engagements, including several in the state's far southwest corner. This enhanced technical assistance (described in more detail in the Winter 2023 edition of *CSA Today*) is an opportunity for local programs to receive in-depth consultation about their practices to identify potential improvement areas. Please get in touch with Courtney if you are interested in exploring whether an enhanced TA engagement might be of value to your locality.

OCS and local CPMTs are in the middle of the annual Service Gap Survey process. The Service Gap Survey allows local CSA programs to let us know what services and for what youth and families are not being adequately met. This information can then be used, in collaboration with service providers and funding agencies, to focus service development efforts and to eliminate barriers. Results can be expected during the summer months. OCS Senior Research Analyst, Carrie Thompson, is the lead on the Service Gap Survey.

Under the leadership of Program Consultant, Mary Bell, we are planning for the 30<sup>th</sup> Anniversary CSA Conference (yes, the CSA will be 30 years old this July), October 16 – 18, 2023. This year, we will be hosting three pre-conference sessions for FAPT members, CPMT members, and CSA Coordinators, as well as our usual extensive array of breakout sessions. Please consider submitting a proposal to serve as a breakout session presenter. Details can be found elsewhere in this newsletter.

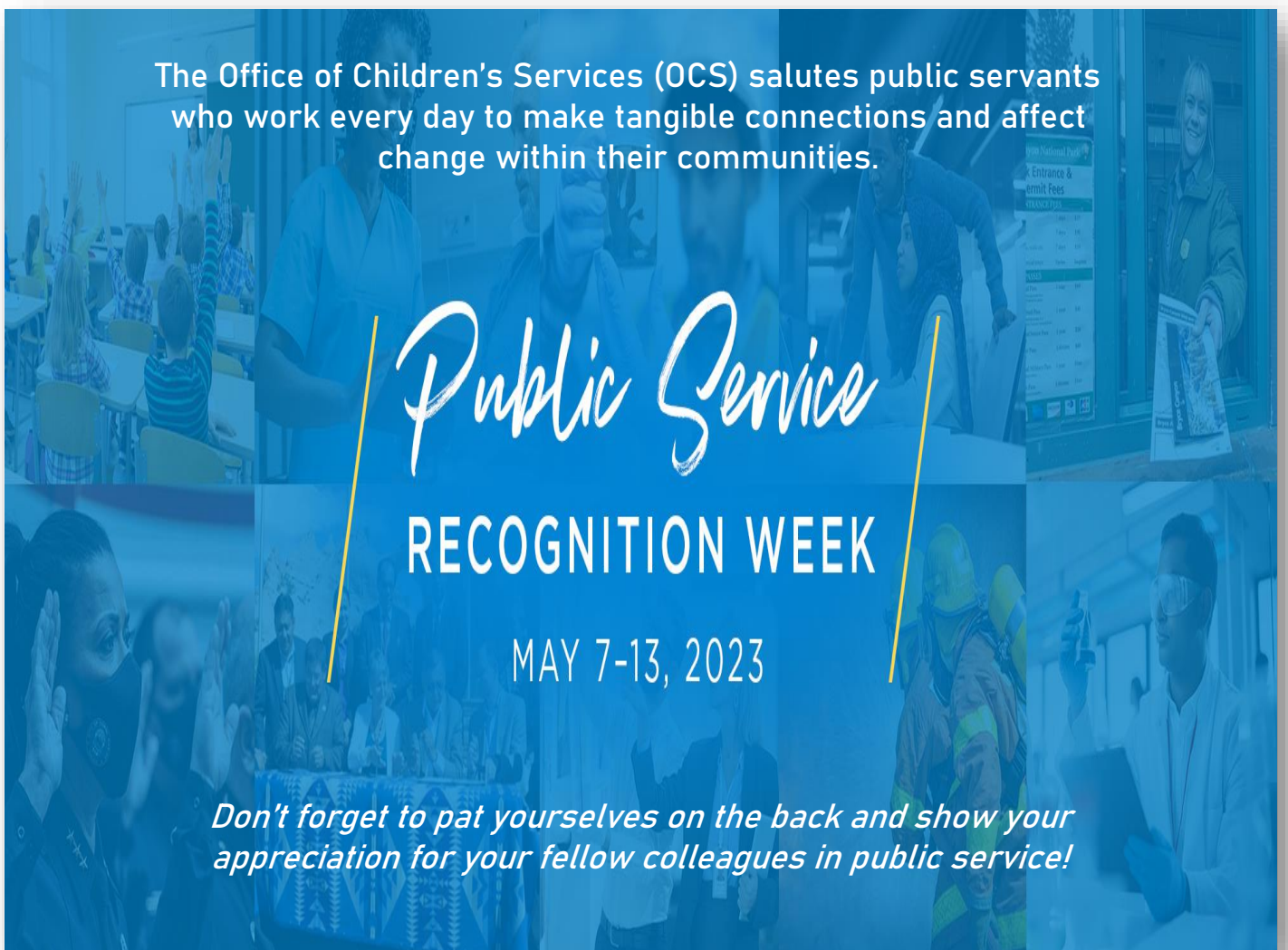
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## Director's Blog (cont'd.)

Finally, the status of the private day special education rate setting remains a bit "up in the air" pending final action of the state budget by the General Assembly and the Governor. OCS is prepared to move in either direction once the budget is adopted. This creates uncertainty for local CSA programs and private day school providers. OCS joins you in awaiting a prompt resolution.

As always, on behalf of the Office of Children's Services, I thank you for all you do in your respective roles to advance the system of care and address the needs of Virginia's children and families.

*Scott*



The Office of Children's Services (OCS) salutes public servants who work every day to make tangible connections and affect change within their communities.

*Public Service*  
**RECOGNITION WEEK**  
MAY 7-13, 2023

*Don't forget to pat yourselves on the back and show your appreciation for your fellow colleagues in public service!*




  
**12th Annual**  
**Commonwealth of Virginia**  
**CSA Conference**  
**SAVE THE DATE**  
**When: October 17-18, 2023**  
**Where: The Hotel Roanoke & Conference Center**  
**Free Pre-Conference Events October 16th**  
**CANS & Service Planning - FAPT**  
**Data Analysis - CPMT**  
**Family Engagement - CSA Coordinators**  
**Registration is required for Pre-Conference Events**  
  
OUTREACH & INTERNATIONAL AFFAIRS  
RICHMOND CENTER  
VIRGINIA TECH.

**Conference and Lodging Registration Open May 15, 2023**

The **12<sup>th</sup> Annual Commonwealth of Virginia CSA Conference** will be held at the Hotel Roanoke & Conference Center in Roanoke, Virginia. This year marks the 30<sup>th</sup> anniversary of the CSA, and we are excited to celebrate the successes and champion the future of this community program! 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 6, 2023**.

We will kick off this event with three pre-conference sessions: *CANS & Service Planning* for FAPT members, *Data Analysis* for CPMT members, and *Family Engagement* for CSA Coordinators on October 16<sup>th</sup> from 2 PM to 5 PM. FAPT members, CPMT members, and CSA Coordinators are invited to engage in these specialized sessions to explore these relevant topics. Registration is required to attend the pre-conference events. Please be sure you have signed up for these workshop "add-ons" when you register online.

We will use *Guidebook*, an interactive mobile app, which will house the conference agenda, list of breakout sessions, your favorite vendors, evaluations, and more to enhance your conference experience and engagement. There will be multiple breakout session tracks, with some of the sessions specifically identified for CPMT and FAPT members to engage in.

We look forward to celebrating our CSA Coordinators who have served at least 5 years in their role as well as honoring a few selected CSA Coordinators for their significant impacts in their communities while serving youth and families.

Follow us on Facebook (<https://www.facebook.com/CSAOffice>) and Twitter (<https://twitter.com/CSAConferenceVA>) for information on conference events.



# Nominations Now Being Accepted!

## Paul Baldwin Outstanding CSA Coordinator Award

The Office of Children's Services (OCS) is currently accepting nominations for the annual *Paul Baldwin Outstanding CSA Coordinator Award* as we celebrate 30 years of CSA at the 2023 CSA Conference: "Celebrating the Past, Treasuring the Present, Shaping the Future," October 17-18, 2023, in Roanoke, Virginia. Nominations are being accepted now through **July 14, 2023**. This is the opportunity for Community Policy and Management Teams (CPMTs) to recognize and acknowledge the hard work and dedication of your CSA Coordinator. All nominees will be announced at the conference with one Coordinator selected from those nominees for recognition as Outstanding CSA Coordinator. Previous recipients of the award are not eligible to win again; however, CPMTs are encouraged to submit nominations for their CSA Coordinators again if he or she was previously nominated but did not win.

In letter format, the nominator should describe the ways in which the CSA Coordinator exemplifies the following:

1. **A Collaborative Spirit!** – Tell us how your Coordinator collaborated with stakeholders, mentors or assists other CSA Coordinators, and/or any related organizations/entities.
2. **Family Focus!** – How does your CSA Coordinator provide for the family voice and choice in the local CSA Program?
3. **Innovation!** – What creative ideas have improved the effectiveness and efficiency of your local program through new initiatives or practices?

We'd like to hear specific examples of how the individual demonstrates the above qualities. Please provide tangible examples and details of how the CSA Coordinator demonstrates their commitment to families, collaborates with others, and demonstrates creativity in improving practice. You might, for instance, include information on how the Coordinator has integrated technology or family-centered approaches in improving the operations of your local program and let us know just how that has helped children and families in your community. It's helpful to gather the feedback of your FAPT and other local stakeholders to include in this letter. If your CSA Coordinator was able to do something extraordinary, we want to hear about it. Letters should be no more than two double-spaced pages.

The review committee consists of the following OCS Staff Members: Courtney Sexton, Program Consultant; Carol Wilson, Senior Program Consultant; Kristy Wharton, Chief Financial Officer; and Nirjara Pillai, IT Business Analyst.

Nominations for the Paul Baldwin Outstanding CSA Coordinator Award must be submitted by the Community Policy and Management Team. Nominations for this award may be sent by email to [courtney.sexton@csa.virginia.gov](mailto:courtney.sexton@csa.virginia.gov) or through U.S. mail addressed to:

**Courtney Sexton, Program Consultant**  
Office of Children's Services  
1604 Santa Rosa Road, Suite 137  
Richmond, VA 23229

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**Coordinator Award (cont'd)**

All nominations should be submitted no later than the close of business on **Friday, July 14, 2023**. Upon receipt of the nomination, an email will be sent confirming the office has received the nomination.

**REMEMBER:** The letter must demonstrate how the CSA Coordinator meets the above criteria and should be comprehensive/holistic.

Any submission received after **Friday, July 14, 2023** will not be considered.

If you have any concerns or questions, please contact Courtney Sexton at [courtney.sexton@csa.virginia.gov](mailto:courtney.sexton@csa.virginia.gov).



## New CSA Coordinator Mentoring Program

In 2022, the New CSA Coordinator Mentoring Program was launched, an effort initiated and executed by local CSA Coordinators several years in the making. After one year of implementation, OCS would like to acknowledge the work of this program. Thank you to Bryan Moeller (Fluvanna County) and Rudy Zavala (Eastern Shore) for your leadership in developing and sustaining the program, and for your ongoing engagement with OCS around successes and needs.

Thank you to the Coordinators who serve as mentors (*Angel Young-Gill, Belinda Johnson, Brady Nemeyer, Crystal Bell, DeDreama Harrod, Janet Bessmer, Jessica McCauley, Julie Dubee, Kenya Ratliff, Lori Heflin, Melinda Elliott, Pam Hendrickson-Wimmer, Rachel Lewis, Robin Turner, and Sharon Minter*)! Your willingness to share your knowledge and experience with your peers is appreciated. Since its inception in April 2022, the mentoring program has served approximately 34 new CSA Coordinators. This work is a shining example of local implementation and collaboration. Thank you!

For more information on the Mentoring Program, check out the recruitment flyer in this edition of *CSA Today*.



## MEDICAID & MANAGED CARE SERVICES

For Youth in Foster Care

By *Christine Minnick*

Child Welfare  
Program Specialist  
DMAS

During March and April, the Department of Medical Assistance Services (DMAS) hosted two trainings around Medicaid and Managed Care services for youth in foster care. In case you missed it, check out a copy of the [presentation](#), which includes information about the variety of benefits available through the contracted Managed Care Organizations (MCOs), as well as contact information for the Foster Care Liaison contacts at each health plan.

The majority of youth in foster care are enrolled in an MCO for their Medicaid health care coverage, and all youth are assigned a trauma-informed Care Coordinator to assist with a variety of needs. MCO care coordination services include (but are not limited to) completing a comprehensive Health Risk Assessment as well as a Care Plan to address health and support services, and assistance with prescription issues, billing issues, denied claims and services, transportation issues, locating a provider, scheduling appointments, and offering alternate placements.

DMAS and the six (6) MCOs are interested in continuing to collaborate with CSA to ensure youth in foster care are receiving appropriate and comprehensive health services in a timely manner. Here a few ways CSA and MCOs can work together to serve children:

- Join the bimonthly DMAS **Foster Care Partnership** meetings, re-starting this summer (date TBA). This will be an opportunity for cross-agency learning and workgroups with specific focus areas for improving collaboration, data sharing, and services to children impacted by the child welfare system.
- Sign up for our upcoming newsletter [here!](#) These quarterly newsletters will have additional information and resources around Medicaid and managed care for the child welfare population. We will be launching at the end of May with an exciting special Foster Care Month edition.

MCO care coordinators **can be** included in FAPT meetings for their assigned members! The DMAS Child Welfare Program Specialist can connect CSA Coordinators or DSS workers to a youth's assigned MCO and help clarify any Medicaid policy questions or concerns. Contact them at [fostercare@dmass.virginia.gov](mailto:fostercare@dmass.virginia.gov).

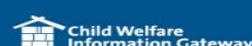
Let's raise awareness  
on the issues relating to  
foster care and  
celebrate the  
champions dedicated to  
serving our children and  
families.

Check out this [link](#) for  
more information and  
resources!

M A Y I S

# National Foster Care Month

[childwelfare.gov/fostercaremonth](http://childwelfare.gov/fostercaremonth)





# CANVaS 2.0 User Agreement



## ***Important Reminder!***

Carol Wilson, OCS Senior Program Consultant

If you're a CANVaS user, when your account was created you were required to read and agree to the terms of the *CANVaS 2.0 Individual Confidentiality and User Agreement*. Because website User Agreements tend to be lengthy documents which discourage people from reading them, the *CANVaS 2.0 Individual Confidentiality and User Agreement* is brief and covers these important terms in easy-to-understand language. Access to the site is not granted until the user confirms they have read and accepted the terms of the Agreement.

It's a good idea for all users to periodically review these requirements. For example, because of the nature of their work as employees of a public agency, all users of CANVaS must be aware of and fulfill requirements to carefully maintain confidentiality of the information they obtain in working with a child and family, even after their employment ends. Some, but not all, other terms included in the CANVAS 2.0 User Agreement are below:

- I will safeguard my User ID and password and will not share them with anyone.
- I will not permit others to access my CANVaS account after I have logged into the system.
- I will not enter CANS assessments completed by other individuals who are not currently certified and/or do not have a current CANVaS account.
- My computer will not be left unattended when a CANVaS session is open.
- I will always log off and close the browser when finished with a CANVaS session.

Again, these are not all of the assurances a user agrees to uphold in order to access and navigate the CANVaS site. If a user fails to meet any of the requirements of the Agreement, access to the site may be terminated, resulting in the inability to carry out job duties. The full *CANVaS 2.0 Confidentiality and User Agreement* may be found in the "Documents" folder in CANVaS, as well as in the CANS folder on the OCS website ([www.csa.virginia.gov/CANS](http://www.csa.virginia.gov/CANS)) under the heading "CANVaS 2.0 Fact Sheets and Account Management Forms." If you are a CANVaS user, please take the time to re-read and ensure you are meeting the terms of the *CANVaS 2.0 Individual User and Confidentiality Agreement*.







# CSA Mentoring Group



## What Commitment is Needed?

- Regular, non-email contact with your mentee (weekly to start, then less frequent as time passes)
- One year commitment to support your new CSA Coordinator
- Bi-monthly meetings of the CSA mentors' group (1 hour)

So many of us have stories or memories from our first couple of years of being a CSA Coordinator. The feeling of being adrift or lost is something that we can all relate to. As a mentor, you have the opportunity to ensure that our newer colleagues don't have to have the same experiences at the start of their careers.



## THE CSA MENTORING GROUP WANTS YOU!

We are actively recruiting experienced Coordinators to be mentors for colleagues just joining our community. As a mentor, you will be encouraging the development of skills and knowledge that would benefit any new CSA Coordinator.

Through this process, you will be providing a connection that can make a new Coordinator feel less isolated and offering opportunities for new Coordinators to be a part of the larger statewide CSA community.

We are looking for CSA Coordinators that have at least 3 years' experience as a CSA Coordinator and have also been through an audit performed by OCS.

Not sure what to discuss in a CSA Mentor role? Some ideas are:

- Tips on running successful and productive FAPT and CPMT meetings
- Where to find policies and statutes related to CSA
- Topics of common interest outside of CSA

**YOU CAN BE A  
CSA MENTOR!**

For more information, contact:

**Bryan Moeller** ([bmoeller@fluvannacounty.org](mailto:bmoeller@fluvannacounty.org))  
**Rudy Zavala** ([rudy.zavala@dss.virginia.gov](mailto:rudy.zavala@dss.virginia.gov))





## In Control

Auditor's Corner

*Submitted By: Stephanie Bacote, Program Audit Manager*

Janet Jackson was for certain, but are you.... "In Control"? If you are not as sure as Ms. Jackson, then it is time that we have "the talk." Yes, that talk. In this article, we will define internal controls, discuss varying control activities, and apply them to the day-to-day operations of local Children's Services Act (CSA) programs.

### Internal Control Defined

Source: Commonwealth of Virginia, Agency Risk Management and Internal Control Standards (ARMICS)

Internal Control is an ongoing process led by the agency to design and provide reasonable assurance that these types of objectives will be achieved:

- Effective and efficient operations.
- Reliable financial reporting.
- Compliance with applicable laws and regulations.
- Safeguarding of assets.

### Internal Control Activities

Source: Commonwealth of Virginia, Agency Risk Management and Internal Control Standards (ARMICS)

Control Activities occur across an organization at all levels and functions. They include preventive, detective, manual, computer, and management controls. Preventive controls deter inappropriate transactions before execution, while detective controls identify, on a timely basis, error transactions after they have occurred. The control activities combine automated and manual controls. Control activities can be classified into eight broad categories:

- **Authorization** – Designed to provide reasonable assurance that all transactions are within the limits set by policy or that the appropriate officials have granted exceptions to policy.
- **Review and Approval** – Designed to provide reasonable assurance that appropriate personnel have reviewed transactions for accuracy and completeness.
- **Verification** – Encompass a variety of computer and manual controls designed to provide reasonable assurance that all accounting information has been correctly captured.
- **Reconciliation** – Designed to provide reasonable assurance of the accuracy of financial records through the periodic comparison of source documents to data recorded in accounting information systems.
- **Segregation of Duties** – Control activities in this category reduce the risk of error and fraud by requiring that more than one person complete a particular fiscal process.
- **Physical Security over Assets** – Control activities in this category are designed to provide reasonable assurance that assets are safeguarded and protected from loss or damage due to accident, natural disaster, negligence, or intentional acts of fraud, theft, or abuse.
- **Segregation of Duties** – Control activities in this category reduce the risk of error and fraud by requiring that more than one person complete a particular fiscal process.
- **Education, Training, and Coaching** – Control activities in this category reduce the risk of error and inefficiency in operations by ensuring that personnel have the proper education and training to perform their duties effectively. Education and training programs should be periodically reviewed and updated to conform to any changes in the agency environment or fiscal processing procedures.
- **Performance Planning and Evaluation** – Control activities in this category establish key performance indicators for the agency that may be used to identify unexpected results or unusual trends in data which could indicate situations that require further investigation and/or corrective action.



### Day-to-Day in Local CSA Practical Examples for Applying Control Activities

- **Authorization** – The Community Policy and Management Team (CPMT) votes in the majority to adopt or amend a local policy governing CSA operations, such as emergency funding procedures. The CPMT member votes are recorded in the meeting minutes.
- **Review and Approval** – Family Assessment and Planning Team recommendations are presented to CPMT for review and approval. Recommendations are reviewed during the closed session of CPMT meetings for confidentiality, while votes of the CPMT member evidence approval to fund services recommended by FAPT during the open session of the CPMT meeting. The CSA office reviews and maintains documentation of FAPT assessment/recommendations and CPMT reviews/approvals.
- **Verification** – Before processing purchase orders and/or invoices, the CSA Office and/or fiscal staff review documents for the correct funding source (CSA, Medicaid, etc.); the unit of measure, price, and quantity purchase/delivered; confirmation contract terms are met (e.g., monthly reporting requirements); other required documents (service plans, required assessments, etc.).
- **Reconciliation** – Monthly, quarterly, and/or annually, CSA financial reports (e.g., Local Expenditure Data Reporting System – LEDRS) are compared with local government general ledger account financial reports and match initial budgets, expenditures, revenues, adjustments, etc. Notably, refunds to CSA may include collections of child support and/or adjustments of expenditure funding sources (Title IV-E and CSA) for which documentation has not been furnished to the CSA office.
- **Physical Security over Assets** – Restricting access through physical and/or logical means. This includes, but is not limited to, locked doors and file cabinets; controlled access to master keys and duplicate keys; sign-in/out control of documents/files; fire-proofed storage equipment and facilities; encryption software or devices for transmitting and storing sensitive data; computer log-in and passwords; defined access privileges; back-up data and recovery solutions; etc.
- **Segregation of Duties** – FAPT assesses and makes recommendations for funding, while CPMT reviews FAPT recommendations and authorizes funding. CSA Coordinator prepares and submits pool fund reimbursement requests, while the local CSA fiscal agent approves reimbursement requests on behalf of CPMT. The State Fiscal Agent issues payments to reimburse local programs.
- **Education, Training, and Coaching** – Communicate changes in state and local policies and practices, including, but not limited to, timely dissemination of information to all relevant stakeholders, joint meetings/annual retreats between FAPT and CPMT, participation in regional and statewide training events, orientation materials and training for new stakeholders, facilitate access to computer-based training (where available), etc.
- **Performance Planning and Evaluation** – Establish and monitor state and local strategic planning goals and objectives and continuous quality improvement (CQI) activities. CPMT conducts periodic reviews of state and local data reports and takes action to address negative trends. Periodic monitoring and evaluation may be documented with the tools available on the CSA website (see link below) and maintained with CPMT minutes (monthly, quarterly, annually).

[CQI Documentation Template with Instructions \(Download\)](#)

If you found this article useful and would like more information on this topic, please contact any Program Audit staff. Contact information is available on the CSA website (<https://www.csa.virginia.gov/>). Also, be sure to check the OCS newsletter, *CSA Today*, for future articles.



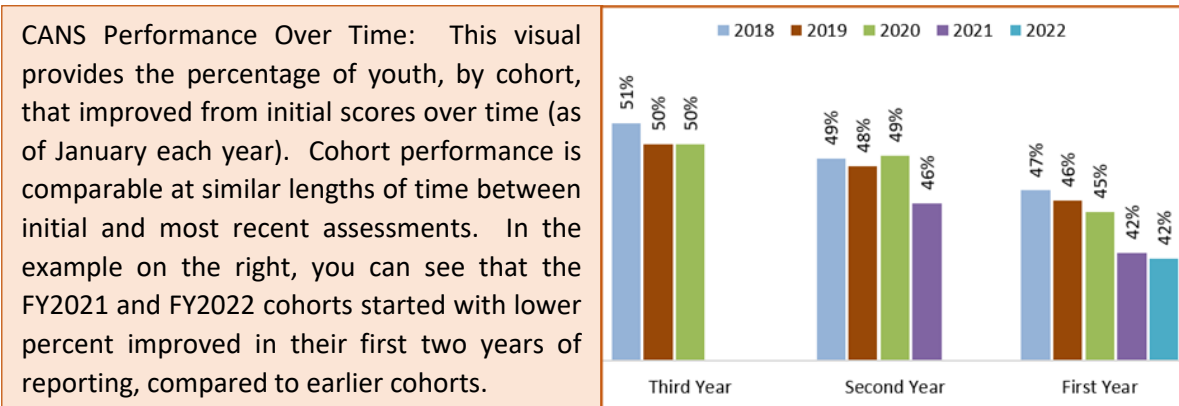
# OCS Data Corner

*Carrie Thompson, Research Associate, Senior*

## What's New?

### CSA Performance Measures: FY2022 Statewide Outcome Indicators Report Available

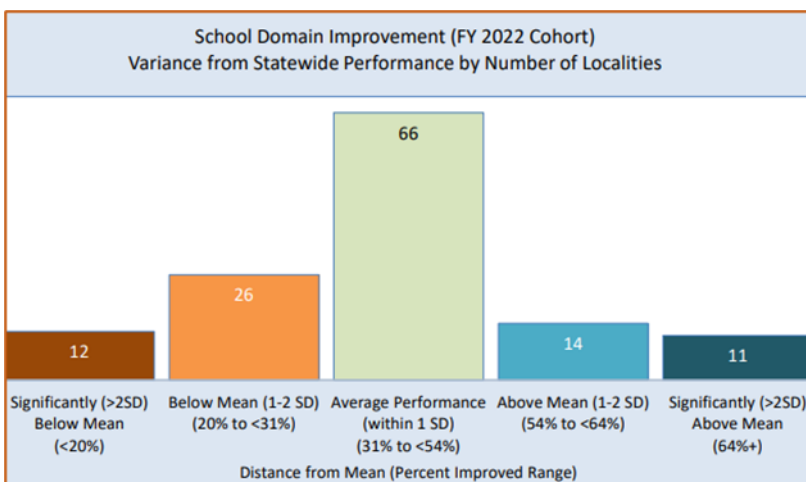
Happy Spring! CSA's Statewide Outcome Indicators Report for FY2022 is now on our website. This annual report summarizes statewide performance for measures tracked by the Office of Children's Services (requirements of Virginia Code §2.2-2648.D.17). This review includes data from FY2018 – FY2022.



Summary maps are available for CANS, CSA, and DSS measures. Here's what they mean:

- CANS map: Which localities' percentage of FY2022 cohort with improved scores was equal to or greater than the statewide percentage improved? In how many domains measured (zero to three) did this occur?
- CSA Performance map: Which localities had at least 87% of youth receiving CSA-funded community-based services (no residential services) only in FY2022 (statewide average)?
- DSS map: Among LDSS youth measured for foster care outcomes (family-based placements or exits to permanency) in FY2022, which localities achieved a percentage greater than or equal to the statewide average? For how many measures (zero to two) was this the case?

Weighted composite scores (1 through 4, based on performance) have been retired from the report. A new visual provided can help you see where your program falls among performance among all localities. To interpret this chart for what your composite score would have been for each measure, compare your percentage to the range of values at the bottom of these charts. Below is an example using the CANS School Domain Percent Improved data:



Score	Columns	Ex. % Range
1	Red and orange	< 31%
2	Light green	31% to < 41%
3	Light green	41% to < 54%
4	Light and dark teal	54% +

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Highlights:

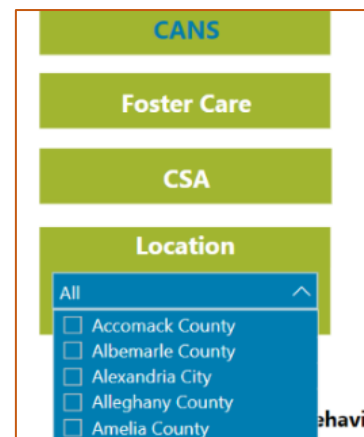
- The percentage of youth in the FY 2022 cohort that improved CANS scores was like the FY2021 cohort's performance in its first year of reporting. Child Strengths had the largest percentage of improved scores for the FY2022 cohort (57%). About 40% of the FY2022 cohort improved in the School and/or Behavioral/Emotional Needs domains.
- The proportion of youth receiving only community-based services (no residential), among all CSA-funded services in the fiscal year, has increased annually for the last five years. Eighty-seven percent of youth met this marker statewide in FY2022.

Where Can I Find It?

Click on *Reports and Publications* under the Statistics and Publications menu. The report is found in the CSA Performance Measures section.

**CQI Dashboard Replaces Historical Performance Measures (Excel Application)**

Local outcome performance is available on the CSA CQI Dashboard's Outcomes menu. The historical Performance Measures application (Excel download) will no longer be produced. To compare your locality's performance to the performance of other localities, simply update the location in the menu that has been added to the Outcomes section of the dashboard.



**Upcoming/Ongoing Data Events**

- Time to Service Study: Supplemental surveys (Word document) are due. Please submit if you have not already. If two months have passed since your first documented referral in the spreadsheet, you may also email in your spreadsheet.
- Annual CSA Service Gap Survey (full version) data collection has begun: The survey closes on June 2, 2023! Please make sure you submit responses ahead of this date. If you were unable to submit all responses in one session and are now experiencing issues completing the survey, please send me an email ([carrie.thompson@csa.virginia.gov](mailto:carrie.thompson@csa.virginia.gov)) to troubleshoot. To enable you to complete the survey in a single session, your unfinished responses may need to be deleted.





## From the Business & Finance Manager

*Submitted By: Kristy Wharton*

There is an **EASY** way to check the status of your LEDRS reimbursement request, 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 submitted
1	Report Preparer has approved the pool report generated by the LEDRS
5	Fiscal Agent has approved the pool report
6	OCS has 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 partially funded the supplement
9	OCS fully funded the supplement

For more information on CSA Finance processes, submit your questions to [kristy.wharton@csa.virginia.gov](mailto:kristy.wharton@csa.virginia.gov).



# I.T. Update



Submitted by: Preetha Agrawal, CIO

New Improved!!!!  
Detailed Pool Fund Reimbursement History

This report is located under CSA Pool Expenditure Reports →  
Transaction History →  
Detailed Pool Fund Reimbursement History →  
Select Locality

CSA Pool Expenditure Reports
Return

Pool Payment History Report

CSA Pool Payment Detail

Select Locality

Select Fiscal Year

Information current as of: 4/24/2023  
[Please click here for reports prior to FY2023](#)

Monthly Detail: FY2023												
FY Month	Period End	Record ID	LEDRS Request	Prior FY Balance	Audit Recovery	Medicaid - Regular	Medicaid - TFC	Medicaid - EXT	Medicaid - TFC/EXT/FAM	EFT Payment	Payment Date	Balance
4	Jul-22	38307	\$956.85				(\$1,153.52)		(\$175.00)			
	Aug-22	38550	\$105,016.04				(\$2,273.11)		(\$70.57)			
	Sep-22	38831	\$120,765.05				(\$2,578.45)		(\$60.60)			
	Oct-22											
	<b>Total</b>		<b>\$226,737.94</b>	<b>(\$467.48)</b>		<b>(\$6,005.08)</b>	<b>(\$306.17)</b>			<b>\$219,959.21</b>	<b>10/22/22</b>	<b>\$0.00</b>
5	Oct-22	38986	\$119,519.53							\$119,519.53	11/22/22	\$0.00
	<b>Total</b>		<b>\$119,519.53</b>							<b>\$119,519.53</b>	<b>11/22/22</b>	<b>\$0.00</b>
6	Oct-22						(\$9,437.36)		(\$69.52)			
	Nov-22	39072	\$138,461.70				(\$2,902.99)		(\$119.41)			
	<b>Total</b>		<b>\$138,461.70</b>			<b>(\$12,340.35)</b>	<b>(\$188.93)</b>			<b>\$125,932.42</b>	<b>12/21/22</b>	<b>\$0.00</b>
7	Dec-22	39224	\$148,281.59							\$148,281.59	1/23/23	\$0.00
	<b>Total</b>		<b>\$148,281.59</b>							<b>\$148,281.59</b>	<b>1/23/23</b>	<b>\$0.00</b>
8	Dec-22							(\$119.41)				
	Jan-23	39337	\$72,982.20						(\$119.41)			
	<b>Total</b>		<b>\$72,982.20</b>					<b>(\$119.41)</b>		<b>\$72,862.79</b>	<b>2/21/23</b>	<b>\$0.00</b>
9	Jan-23					(\$5,618.69)		(\$119.41)				
	Feb-23	39464	\$139,039.06						(\$119.41)			
	<b>Total</b>		<b>\$139,039.06</b>			<b>(\$5,618.69)</b>	<b>(\$119.41)</b>			<b>\$133,300.96</b>	<b>3/21/23</b>	<b>\$0.00</b>
10	Feb-23						(\$7,023.36)		(\$119.41)			
	Mar-23	39611	\$104,276.52				(\$4,120.37)		(\$179.11)			
	<b>Total</b>		<b>\$104,276.52</b>			<b>(\$11,143.73)</b>	<b>(\$298.52)</b>			<b>\$92,834.27</b>	<b>4/24/23</b>	<b>\$0.00</b>
<b>Fiscal YTD Total</b>			<b>\$949,298.54</b>	<b>(\$467.48)</b>		<b>(\$35,107.85)</b>	<b>(\$1,032.44)</b>			<b>\$912,690.77</b>		<b>\$0.00</b>

**Column Definitions:**

- FY Month** – The Fiscal month payment was processed; 4 – Oct, 5 – Nov, 6 – Dec, 7 – Jan, 8 – Feb, so on
- Period End** – Period end of the Pool or Medicaid
- Record ID** – Pool Reimbursement Record ID
- LEDRS Request** – Net State Share of the LEDFRS file
- Prior FY Balance** – Prior year over payment
- Audit Recovery** – Audity Recoveries / Denial of funds
- Medicaid** – locality medicaid payments (DMAS)
- EFT Payment** – Electronic Fund Transferred to locality
- Payment Date** – EFT payment date
- Balance** – any balance that need to be processed, before the next payment.



# INTENTIONAL PLANNING

Using your CPMT Strategic Plan as a tool to improve outcomes in your community.

*Submitted By: Ashley Sandman, Appomattox County CSA*

The year was 2018, and I, like all new Coordinators, was trying to wrap my head around not only the vast world of CSA, but also attempting to check all of the boxes that we are expected to complete. As a newbie, I remember feeling exceptionally overwhelmed with bigger picture stuff. You know the stuff I'm talking about, all of that big scary stuff outside of the day-to-day – CPMT meetings, state reporting, audits, training plans, data collecting from stakeholders, and the ever so dreaded...Strategic Plan.

As a Social Worker that really got down with research, I remember searching through the last 5 years of data and spending trends. I felt burdened with the knowledge that most kids being served through my CSA were all in out-of-home placements, either in foster care or residential/group home settings. I was curious if we could change the tide, and what it would take to strengthen our prevention level of care, you know, the good family healing kind of treatment.

Experiencing these two different spaces of anxiety, the “checking the boxes” stuff, and the significant concern for our families and how to change the trend, I posited my CPMT with the question, “What could make a difference?”

At the time, our Strategic Plan included the regular stuff, such as assessing for community needs through surveys, and providing training. However, we didn't have any specific goals spelled out. We decided to change that. Really, we were just curious. If we set a specific standard or goal in regard to increasing community-based services, would we see a difference. CPMT decided that day that Appomattox CSA would aim to provide community-based services to at least 50% of the families that we serve.

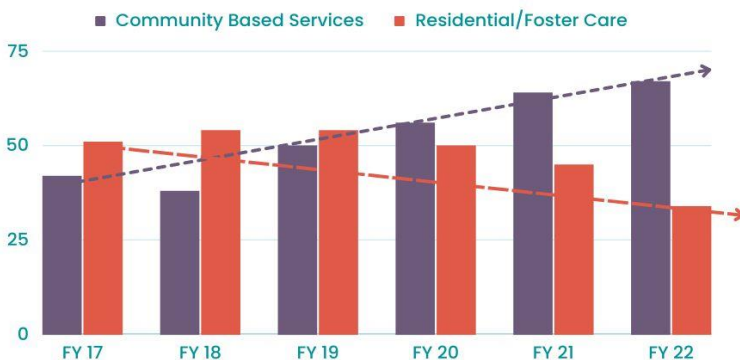
This was a lofty goal at the time. In 2017, almost 3 times as many kids were being served in residential or foster care than those served in the community.

We also understood that we would have to see an increase in spending for at least a short amount of time to be able to tip the scales, as we were still funding those higher-level needs kids while identifying more prevention level needs kids.

To make this a reality, we knew we needed the support of FAPT and our community partners. FAPT members worked to create relationships with community partners to entice them to spend time in our little, often over-looked, county. DSS started bringing their “prevention” cases to FAPT. The school started identifying at-risk kids sooner, and soon, our agendas were booming. Over the next 5 years, we would start to consistently meet that 50% utilization goal.

Now that it's been 5 years, we have the data we needed to demonstrate that increasing community-based services, absolutely, and without a doubt, decreases the need for higher levels of care. We are now, indeed, in the industry of healing.

**Increasing Community Based Services decreases utilization for higher levels of care.**





# Resource Round-Up

Visit **FosterMyFuture.com**



Scan this QR code for more information!



Visit [COVID.Virginia.gov/app](https://COVID.Virginia.gov/app) to download the COVID-19 Virginia Resources mobile app for streamlined access to critical and actionable resources from 2-1-1 Virginia, CommonHelp, and other state and federal agencies.




Check out NAMI's Homefront resources for military service members and families [here!](#)

## REIMAGINING MENTAL HEALTH FOR VIRGINIA'S YOUTH: A SCHOOL-BASED APPROACH CONFERENCE 2023




**Dr. Byron McClure**  
Keynote  
AUTHOR | SPEAKER | PSYCHOLOGIST

### SAVE THE DATE

**JUNE 6-7** | THE WESTIN RICHMOND  
RICHMOND, VA

**Conference Topics Include:**

- Implementing and Sustaining School-Based Mental Health
- Behavioral Health Clinicians in School-Based Mental Health Settings
- Engaging and Maximizing Family and Student Voices through Diverse Perspectives
- Understanding and Evaluating the Effectiveness of School-Based Mental Health Programming

REGISTRATION DETAILS FORTHCOMING

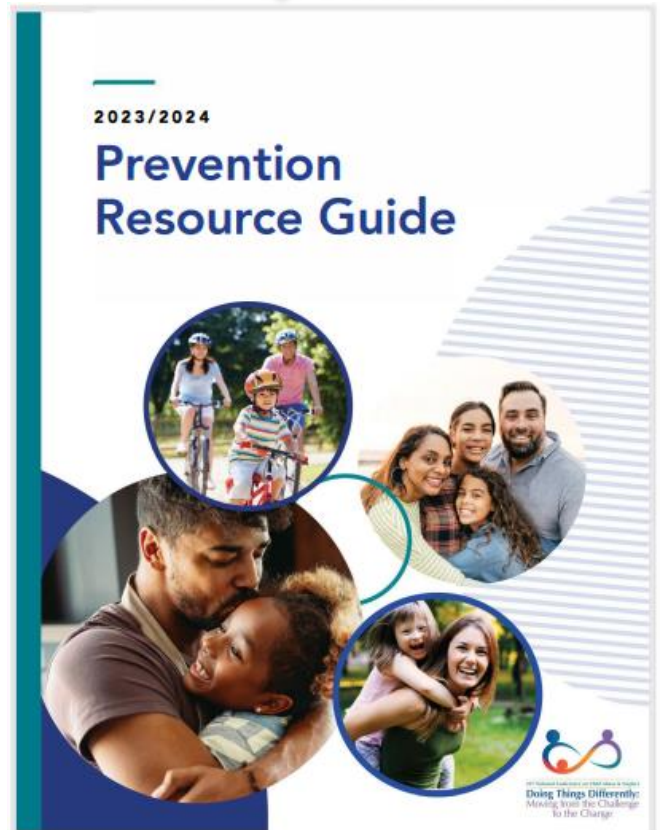
Virginia Department of Behavioral Health & Developmental Service:

Presented by The Office of Child & Family Services

Click the image to access the Guide!

2023/2024

## Prevention Resource Guide



Doing Things Differently: Moving from the Challenge to the Change

Contact [Janet Imobisa](mailto:Janet.Imobisa@dbhds.virginia.gov) ([janet.imobisa@dbhds.virginia.gov](mailto:Janet.Imobisa@dbhds.virginia.gov)) for more information.



# TA Question of the Quarter



## When can CSA begin payment of maintenance for a foster child who is placed in a Kinship Foster Home?

To encourage placements with relatives or fictive kin, the Virginia Department of Social Services (VDSS) adopted a policy that allows a six-month time frame for approval of kinship foster homes for placement of children in the custody of local Departments of Social Services (LDSS). The LDSS must submit a waiver form within 72 hours of the child's placement to their Regional Permanency Consultant, who may then authorize waiving specific requirements, particularly training, for those six months.

However, the background checks cannot be waived. The LDSS must do the following "soft" checks on the kinship providers before CSA funds may be utilized for maintenance:

- Prior to placement, complete a Virginia State Police name check to rule out barrier crimes;
- Prior to placement, complete an internal OASIS Central Registry check; and
- Ensure all adults in the household *submit* fingerprints (through Fieldprint®) within 72 hours of placement as required by law (§63.2-901.C.).

If those requirements are met, the home is considered approved for placement, and CSA may pay maintenance as of the placement date.

Once the fingerprint results are received, the LDSS will receive notice from the VDSS Office of Background Investigations (OBI) regarding their Central Registry search, as well as the results of the law enforcement check. If appropriate, the LDSS may then issue a Certificate of Approval (COA). The COA documents that the kinship foster home is an allowable Title IV-E placement, permitting IV-E funds to be used for those children who are determined eligible for Title IV-E. If the waived requirements are not met by the end of the six-month time frame, the home is considered unapproved, and neither CSA nor IV-E funding may continue to support the placement.



### Got Questions?

Get answers by using the OCS Technical Assistance Help Desk. OCS staff will receive and respond to your questions, with the goal of same-day responses.

The OCS Technical Assistance Help Desk is found on the CSA website under *Contacts -> Technical Assistance* or by clicking [here](#).



**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...](#)

