

FY 2011-12 NBPB

Commonwealth of
Pennsylvania

Office of Children,
Youth and Families



**NEEDS BASED PLAN AND BUDGET
NARRATIVE TEMPLATE**

Budget Narrative Template

The following pages provide a template for counties to use to complete the narrative piece of the 2011-2012 Needs Based Plan and Budget. All narrative pieces should be included in this template; no additional narrative is necessary. Detailed instructions for completing each section are in the Needs Based Plan and Budget Bulletin, Instructions & Appendices.

The budget narrative is limited to a MAXIMUM of 50 pages, excluding charts, Special Grants Request Forms, and IL Documentation. All text must be in either 11-point Arial or 12-point Times New Roman font, and all margins (bottom, top, left, and right) must be 1 inch.

Note: On the following page, once the county inserts its name in the gray shaded text, headers throughout the document will automatically populate with the county name. Enter the county name by clicking on the gray shaded area and typing in the name.

COUNTY OF ADAMS

Needs Based Plan and Budget FYs 2009/10, 2010/11, and 2011/12

Version Control	
Original Submission Date:	8/16/10
Version 2 Submission Date:	
Version 3 Submission Date:	
Version 4 Submission Date:	

Section 2: NBPB Development

2-1: Executive Summary

- Submit an executive summary highlighting the major priorities, challenges, and successes identified by the county since its most recent NBPB submission. The summary should include any widespread trends or staffing challenges which affect the county, particularly those which impact all outcome indicators.

Since the last submission:

- ✚ JPO safely reduced its placements: **52.3%** from FY 2008 to FY 2010

CYS safely reduced its placements: **43.4%** from FY 2008 to FY 2010

- ✚ CYS is requesting more staff to accommodate the: 1) increase in truancy cases, 2) increase in intake cases and those accepted for service, 3) management of the many initiatives that demand data entry, retrieval, and analysis to assess outcomes. We will request in the NBB 2 caseworkers to front-load the services and a Program Specialist to train the agency on initiatives, organize the implementation of those initiatives, and assess outcomes through reliable means of entering and collecting data.

- ✚ Adams County has an active Truancy Work Group, an arm of the Children's Roundtable. Funding to support the activities of this group to reduce truancy, tardiness, and drop outs is requested. Also, to support Truancy Court at Conewago Valley School District in FY 11/12, minimal funds will be needed. Requested funds (\$10,000) are to cover prevention materials, incentives for parents and children to go and stay in school and other items to support the Truancy Work Group activities and the implementation of Truancy Court.

- ✚ For the staff, the agency solicitor, the GAL, and the Court, the importance of finding Permanency for children may be attributed to the following initiatives: The Pennsylvania Permanency Practice Initiative, The Children's Roundtable, The Leadership Roundtable 6, The National Governors' Academy, The Fostering Connections Act, Family Finding, SWAN conferences, etc. The Paralegal is especially helpful in assisting to find permanency for children. She is a wonderful addition to the staff and the opportunity to have her at the agency is greatly appreciated.

- ✚ An after-care youth, age 18, moved into the first transitional living apartment in July. Funding for the apartment was through the Hoffman Trust and A Woman's Purse.

- ✚ Many initiatives/requirements and activities including, but not limited to, CPCMS, MCI, PPI phase 2, Ages and Stages, Family Finding, the Fatherhood Initiative, Paternity Tracking, Foster Home Visit Tracking, Fostering Connections, Shared Case Responsibility, Family Development Credentialing, Loss and Grief, FGDM, and Voter Registration are increasingly over-whelming to direct service staff as well as supervisory staff, and program specialists. Fiscal and Clerical Staff are affected as well. Pressure to meet deadlines and do the primary job of assuring safety of children while doing basic case management is increasing the stress of working in child welfare. The most recent demand by the Department of State to register voters is an example of stretching the child welfare agency to its limits.

- ✚ The Administrative staff, as a plan of correction for licensing, has been working with the Child Welfare Training Center on Organizational Effectiveness. The staff meets monthly to improve communication skills and to better understand management issues that may impact the department's functioning and performance.
- ✚ The County has a very high infant mortality rate (2nd to highest in PA), the Nurse Family Partnership Program will be returning to Adams County through Family First. The Integrated Children's Services Planning Team and CYS are supportive of this in that C&Y and JPO utilized this service in the past and found it to be effective.
- ✚ The Integrated Children's Services Planning Team is working toward the "No Wrong Door" philosophy. This integration through the use of a common screening tool is based on what was learned about service provision to Adams County residents when surveyed and through focus groups. Families replied that they call one agency about an issue involving a child and are told "we don't handle that...." and are referred to another agency. This happens repeatedly. Families, in other words, get the run around. To address this, the ICSP has been working on getting the systems together: JPO, CYS, Drug and Alcohol, Early Intervention, MH/MR, and the schools. A barrier to every agency involved with a family getting together at one time, centers around confidentiality issues. Until Confidentiality is addressed at the State level between JCJC, OCYF, Drug and Alcohol, MHMR, etc. there will be no success in true integration.
- ✚ Shared Case Responsibility protocol is being developed between JPO and CYS. The confidentiality issue mentioned in the above paragraph is also affecting the process in developing this protocol. For instance, it is hoped that both agencies can sit down with the family at one time and discuss goals and plans on shared cases. A barrier to this happening appears to be confidentiality issues for JPO. This last sentence is from the perspective of a CYS worker. It appears that more open communication, both at the state and local level, is imperative for SCR to work.
- ✚ The Adams County Court of Common Pleas is participating in a Court Assessment and Transformation Project (having support from the Board of Commissioners). As a result of this project, a consulting firm (the Davison Group, Inc.) has assessed numerous departments, basing much of the recommendations on stakeholder interviews. The recommendations for certain departments, in this case JPO and APO, will have a direct effect on CYS functions. The departments have merged and will be referred to as Adams County Office of Probation Services. At this time, it is unclear who will be working with the CYS Administrator on the NBB and how SCR will be addressed. In addition, the Administrative Judge for Probation Services will not be the Juvenile Court Judge for the Juvenile Probation Services, so it is not clear which Judge will guide the direction or requests from the Juvenile Probation aspect to the CYS Administrator. Also, a good working relationship on budgetary issues has been established with the current Chief, Deputy Chief, and Supervisor and it appears that relationship may suffer because of where the direction of Probation Services is headed and who will be overseeing the department (the executive director). Whoever works with the CYS Administrator, it is hoped there is a thorough understanding of Child Welfare and the amount of funding DPW contributes to Juvenile Probation Services.

- ✚ Regarding the Court Assessment and Transformation Project, Children and Youth has been chosen to be a department assessed by the Davison Group because of its relationship to the Court through Juvenile Court. Currently stakeholder interviews are occurring. While the assessment may certainly be helpful in gaining an understanding of how others perceive the agency and the work necessary to meet our mission, there may be some hesitation by Administration in accepting recommendations that might introduce such drastic change as occurred in Probation Services. While the intent of the Court's mission and vision statement is to foster respect for the Court and the people who work for and are served by the Court, certain changes in personnel do not reflect that mission. I believe agency personnel, in seeing what has happened to two departments as a result of an assessment, are very concerned that positions may be affected by recommendations that come from the assessment process.
- ✚ A provider for Family Group Decision Making is to be named within this month. Hopefully, a permanent provider will get the practice up and running fulltime again. Last year, the impasse affected the provision of this service as well as finding a provider that fit the county's needs.
- ✚ Currently, Adams County is undergoing a re-assessment of property values. It appears that, in some cases, taxes may increase by 30%. This may affect those who own homes and also the renters who may have to share the cost of these increases by having rents increased. There was a request for FY 10/11 of \$20,000 to be used in cases where children may need placed out of the home due to homelessness or evictions, etc. It was hoped that these requested funds could be used for motel costs, or payment of security down payments, or electric bills...enough to keep people floating until housing or appropriate housing could be secured. With no additions funds because our request was denied, we will continue to access the Advisory Board funds set aside for such cases, although that money is only about \$1000.00. The County may see some instances where county money might be needed to prevent placement if advisory board money is no longer available.
- ✚ Adams County continues to have a situation where an undocumented youth, in care, is without medical insurance. While the agency is making every attempt to seek citizenship for this youth, it is clear that in addition to his placement costs being totally county funded, his medical expenses could be out of sight if he were to become very ill or be in an accident. The County is working with a representative to Congress on the citizenship issue, but the situation is very real and could be more complicated if additional children enter the system who are not documented.
- ✚ Staff Security is of great concern to the CYS Administrator. Requests for radios connected to the Emergency Services Department (911) as well as relevant training are necessary to contribute to some degree of security for the staff. As mentioned further into the narrative, caseworkers are in going into homes known by law enforcement to be under investigation for drug activity. In one situation, a caseworker was involved with at least five families (going into their homes) who were the subject of a major sting operation. Another caseworker was going into a known drug involved home on a regular basis. This house was also being monitored and the caseworker was asked to document the layout of the house and attempt to identify who was coming and going from the apartment. Conversations with the DA, hopefully will assist in identifying a way for caseworkers to enter these homes in a safer manner and have a better

understanding of what they're walking into. The issue of having to see the child in the home within a certain period of time needs to be assessed when CW safety is a concern. Domestic Violence situations (referrals are on the rise here as well) are another example where OCYF direction would be helpful when deadlines to see the child are made and entry into the home may further jeopardize the safety of the victims.

2-2a. Collaboration

Entity	County Engagement
County Children and Youth Agency Staff	C&Y Administration and staff are on many Boards and task forces across the county. Community Members get to know the workers and staff better understands county leaders and community members. Also, the County is involved in many CYS related boards such as the Children’s Roundtable, ICSP, Adams County Advisory Board, IT for FGDM, the Independent Living Program supported by A Woman’s Purse and the Hoffman Trust, the Foster Parent Association.
Juvenile Probation Staff	Children and Youth and Juvenile Probation have had many good interactions including working on the budget, working on SCR protocol. Juvenile Probation workers are invited to and participate in the Children’s Roundtable, the Truancy Work Group, and on the IT for FGDM. The Agency Administrator and Chief JPO and Deputy JPO meet regularly with the Juvenile Court Judge to build on relationships and to plan for better service delivery.
Juvenile Court and Family Court Judges and Legal Counsel for Parties	Through the ATP, the relationship between the Court and CYS has assisted the Court in getting a better grasp on what C&Y does. The Pennsylvania Permanency Initiative, the Leadership Roundtable, and PCYA Solicitor meetings have enhanced the relationship between CYS and Court related parties. Also, the inclusion of the GAL into the NBB is another aspect that will contribute to furthering the relationship between the child’s attorney and CYS.
Family Members and Youth, especially those who are or who have received services	Agency Youth have been active in IL regional and state boards. Family members and foster youth have been invited to the Children’s Roundtable. Also an agency staff member participates in a week long leadership camp with County Youth. This participation helps to break down barriers between the youth toward C&Y workers.
Child, Parent, and Family Advocates	The agency has an excellent relationship with the CAC as well as the Victim Witness Assistance advocates. In addition, the Administrator and staff attend the Domestic Violence task force, whose chairs are from Survivors (DV advocates) and NOVIS (a batterers’ program).
Mental Health and Mental Retardation service system	The Administrator is on the Board of MH/MR and regularly interacts with MH/MR staff through the ICSP. Agency caseworkers and supervisors work together on mutual cases and it appears that the relationship between MH/MR is stronger than in previous years.
Drug and Alcohol Service System	The Drug and Alcohol Prevention Specialist through the single county authority is housed in the CYS offices. She is under the MH/MR umbrella. The agency has access to her many services. Also, the Director for D&A Services attends the ICSP meetings

Entity	County Engagement
Early Intervention System	The agency has a MOU with EI for Ages and Stages assessments. Also Early Intervention representatives sit on the ICSP team.
Local Education System	Local educators sit on both the Children's Roundtable and the Truancy Work Group. The Administrator and staff attend the Superintendents' and Principals' meetings. The agency staff also train educators on mandated reporting and CYS services. The agency has an identified educational liaison for responsibilities outlined in the Foster Connections Act. The agency participates in CASSP and interacts with educators in those meetings.
Community Organizations which provide support and services to children and families	The agency is involved in almost all organizations that provide services and support to children and families in the community. See last year's narrative for a list of those service agencies. The County is known for its great collaboration in working toward issues that affect children, youth, and families.
Current Service Providers	Current Service Providers are invited to agency Roundtable and NGA-like meetings. The Administrator also meets with service providers at the York NGA meetings attended. Current Service Providers are also members of the ICSP Team. Service Providers have an open door to agency staff and are welcome at the agency at any time.

2-2b. Data Collection Details

Resource	Data Collected	Date of Data
Ex.: US Census	Population; poverty statistics	2008
US Census	Population; poverty statistics	2000,2007,2008
Bureau of Labor Statistics	Unemployment	2009,2010
PA ChildStat	All outcome measures for Adams County	2003-2009
Collaborating for Youth	PAYS data	2009
Rosby Carr, Rep. Dan Moul's Office	Population by Ages from Data Center's State and County Detailed Population Estimates for 2007	2007
Adams County Private, Parochial and Public Schools	Number of School Students by School Year and Projections	2008/2009 2009/20010
State and County QuickFacts	Demographics from the US Census	2002-2008
Community Mobilizer United Way, Judi Rauer Ready 2 Learn Program	Early Childhood Education Statistics related to Daycare and Keystone Star Homes	2009
AFCARS	Placement Data	2009 and prior
Hornsby Zeller	Outcome Measures and	April 1, 2004-

Associates, Inc. prepared for DPW	Performance Indicators	March 31, 2009
John D. Kuhn, Adams County President Judge	2009/10 Juvenile Court Proceeding, Delinquency and Dependency Statistics	June, 2005- June, 2008
Quality Service Review	Adams, Franklin, and Fulton Counties: C&Y and JPO	September 2006 Revised January, 2007
PA Department of Health	Health Statistics	2007, 08, 09
Adams County Child Death Review Team information/ PA Chapter, American Academy of Pediatrics	Infant, Child mortality data	2007-2008
Juvenile Justice Outcome Measures/ JCJC	Data for Adams County	January 2010
PA State Truancy Workgroup	Truancy: A Call to Action Recommendations on addressing truancy issues	2010

2-3: Meeting Mandates

2-3a. PA Rules of Juvenile Court Procedure

- What steps are the county taking to address this mandate?

Both Juvenile Probation and Adams County Children and Youth Services adhere to the most recent rules of Juvenile Court Procedure. JPO attends all Chief Meetings and JCJC functions. CYS Administrator, Juvenile Court Judge, and Agency Solicitor attend Roundtable 6 Meetings. The agency utilizes the CPCMS system. Agency and juvenile court staff meet regularly to ensure CPCMS data is correctly entered and the information collected is used to inform and direct Juvenile Court functions. Adams County is a Phase 2 County in the Pennsylvania Permanency Practice Initiative. The agency will be working on how best to gather the data available to us through CPCMS.

2-3b. Truancy

- What steps are the county taking to address this mandate?

As truancy is a Dependency issue, Adams County Children and Youth Services is responsible for all truancy cases in the County. As part of the Children's Roundtable, a Truancy Workgroup is now in place reviewing and addressing the underlying issues causing children to be truant and to implement a plan to address the issue, to decrease the truancy numbers across the County as well as decrease the numbers of drop-outs in the County. A county-wide survey to all school districts has been sent with almost a 100% return. Information is still being calculated to be released in the near future and to guide the work group in its intervention and strategy planning.

The agency does not have a formalized truancy unit although truancy cases are assigned at the front-end in the Intake/GPS for assessment and when a case is accepted for service, a Family Support Unit is assigned the case. An intake worker assesses all truancy cases and determines whether Court intervention is needed or the issues can be resolved without involving the Court.

Once a child is adjudicated dependent based on truancy, the agency uses the 3-month status reviews and when necessary, monthly status reviews, to maintain the child in the home and prevent placement, if truancy is the only issue (that being the case is rare).

FGDM has been particularly helpful in truancy cases to bring the community together to strengthen the supports necessary to get a child back to school. FFT started in March of 2010 through ICSP and evidence-based grant funding to further address truancy and its related issues in Adams County. MST is also a resource in working with families where truancy is identified as a problem. Outcomes are positive for all three family engagement models and working with families in the community.

A goal of the local Truancy Workgroup (that meets bimonthly) is to establish consistency across school systems especially as it relates to enforcement of the Truancy Elimination Plan. Also, a consistent understanding among schools of the definition of truancy is needed. It is hoped that the agency's request for funds for the *Alternatives to Truancy Initiative* (6-3d) will assist the County in addressing the truancy issue. Truancy in Adams County is at 1.7%. It is believed that this number is conservative in that schools may fail to report actual numbers, there are numerous Adams County kids in Cyber Schools, homeschooled, etc. In addition, in some districts, tardies are not counted as truancy. When we addressing the issue in Adams County

the Juvenile Court Judge wants to look at both a child's truancy and tardy record when identifying children and families needing services. The dropout rate in Adams County is also a concern.

For 11/12, through the NBB or the Alternatives to Truancy Grant, Adams will be requesting funds to support the truancy workgroup in establishing a Truancy Court in the Conewago Valley School District. Money is needed for incentives to attend school and rewards for good attendance. Funds are also necessary for pamphlets, posters, billboards, etc.

2-3c. Quality Assurance Process

- What steps are the county taking to address this mandate?

The agency has been quite receptive to suggestions made by IV-E auditors as to successful quality assurance measures needed to ensure the accuracy of Federal Title IV-E funding claims. Adams County has a protocol to ensure accuracy and oversight of the RMTS process as well as the eligibility determinations made by the Office of Public Assistance and the agency Fiscal Technician. The Fiscal Assistant performs the supervisory reviews (in consultation with the Administrator) to ensure correct determinations have been made and to ensure accuracy in both the eligible and ineligible cases. Title IV-E audits of agency determinations are seen as positive learning experiences and the agency welcomes any direction or corrections that result from the auditing process. The Fiscal Technician works with the Juvenile Probation Department weekly to assist with verifying correct determinations.

2-3d. Fostering Connections

- What steps are the county taking to address this mandate?

The agency has an agreement with the Lincoln Intermediate Unit 12 to ensure transportation of children/youth in care to their home school district (if safety is not an issue and/or it is clearly documented that it is in the child's best interest to be schooled outside of the home district).

The agency works toward permanency for every child with goals toward timely and safe reunification, safe placement with kin, establishing permanent connections, highly prioritizing transition planning, working quickly toward permanency by ensuring 3 month hearings for every child, instituting family finding at intake, concurrently planning to ensure SPLC or adoption vs. long term foster care or APPLA(which should never be considered because it is not in the child's best interests).

It is a goal that the request for a Program Specialist in the 11/12 NB whose sole purpose will be to ensure the implementation of the many initiatives and laws such as Fostering Connections will allow the agency to be in compliance with these very important practices.

2-3e Safety Assessment

What steps are the county taking to address this mandate?

The entire Administrative, Supervisory and Direct Service staff are trained in the new Safety Assessment and Management Process as of April 1, 2009. There are quarterly updates at staff meetings with Q&A sessions held as needed and/or requested by the caseworkers. The entire direct service staff is currently utilizing the process, in which the decision making process is

aided through the online version supplied by the provider of our client management services and the use of a more structured contact included in the client management system. New hires and interns attend “stand alone” safety assessment trainings at CWT or in a nearby county before they can carry a caseload. When taking Charting the Course curriculum new workers receive a second round of Safety Assessment Training. In addition, caseworkers are sent to a “stand alone” Safety Assessment training, should their supervisor, in conjunction with the Safety Leads and Administration decide a retraining is necessary. Adams County is voluntarily participating in the Safety Evaluation process starting through PA CWTP in October of 2010.

Safety leads for the roll-out of the Out of Home Care Safety Assessment have been identified and will be trained in the near future by CWT.

The agency would support a reassessment of the Risk Assessment Tool and how to better incorporate that with the SA tool. Recent emphasis on safety assessment has made the risk assessment tool seem to be a lesser concern, when in fact, further re-training and a greater emphasis on risk should be paramount to assuring the safety of the child.

2-3f. Children & Family Services Act of 2006

- What steps are the county taking to address this mandate?

Caseworker visits continue to be tracked through the form developed by the State, as well as a Family Support Supervisor maintaining agency statistics in a spreadsheet format. The visits are also tracked through documentation in the Integrated Case and Accounting Management System (ICAMS/CAPS). Until such time as a visit report can be generated through ICAMS, the agency will continue to submit the State visit tracking form, upon its completion by the Casework Supervisors. There are currently no budgetary concerns regarding this mandate.

Again, the support of a Program Specialist to oversee this implementation would enhance the agency’s need to meet this mandate in a timely manner.

2-3g. Development Evaluation & Early Intervention Referral

- What steps are the county taking to address this mandate?

The agency has had one caseworker trained in the Ages and Stages process. That worker, a supervisor, and a caseworker from each unit are attended a full day, comprehensive training on September 29, 2009, to assist the agency in meeting this mandate. ACCYS has a MOU with Adams/York Early Intervention to provide and track services, once the evaluation is completed and forwarded to them. Because of the loss of this caseworker due to medical leave, the agency is referring children to EI for the Ages and Stages testing and EI has agreed to do so. All children, age birth to 3, are evaluated and Early Intervention has agreed to track all services. Best practice suggests that all children under 5 should be assessed and this is a goal of the agency. Data input regarding Ages and Stages for CWT is being addressed and tracked by Early Intervention.

The approval of a Program Specialist to oversee this initiative is requested to ensure compliance and to bring the Ages and Stages testing back to the agency.

2-3h. CFSR Outcomes and Continuous Quality Improvement

- What steps will the county take to develop or enhance a continuous quality improvement process related to the CFSR outcomes and themes?

The Quality Assurance Program Specialist has been thoroughly involved in the QSR prior to the agency's Quality Service Review in the Spring of 2006. The agency Administrator and a Juvenile Probation Officer participated in a review of our own files as well as neighboring county's files in the past. Random file reviews are standard practice by the Quality Assurance Program Specialist, Supervisors and the Assistant Administrator, who report to the Administrator and Supervisory staff at regular intervals the status of the quality of casework by agency staff, as well as any licensing issues that may arise. The agency has contracted with a former Family Support caseworker to assist in file review. Agency files have been restructured to include easier access to important documents needed to perform a successful and reliable QSR of agency files.

2-3i. Shared Case Responsibility

- What steps are the county taking to address this mandate?

The agency supervisory staff and supervisory staff from JPO have been meeting regularly to develop protocol necessary to meet the mandates of SCR. An implementation plan was recently submitted to OCYF, outlining a protocol to be established and formalized by October 1, 2010. A barrier to developing this protocol has recently occurred with the reorganization of the Probation Departments (JPO and APO). A Courtwide Business Process Review as a part of an *Assessment and Transformation Project* that began in October of 2009 with full support of the Board of Judges and Board of Commissioners, has greatly impacted the structure of both JPO and APO. The Assessment is being performed by The Davison Group, Inc. and will greatly impact the relationship between JPO and CYS in that the supervision and roles of JPO have been altered significantly. While we only recently began serious movement in working together and developing a protocol, it is now unclear as to whom we will be working.

That being said, SCR will be implemented but there have been barriers created in that both CYS and JPO do not know who in JPO will be working with CYS to develop the plan and protocol to carry out necessary SCR functions. Also, it is unclear, because APO and JPO will be merged, what workers will be seeing those youth with shared cases and what how the newly appointed Executive Director will support SCR protocol. Coincidentally, a new Administrative Judge will be overseeing the Probation Services Department who is totally unfamiliar at this point with SCR and the mandate for CYS and JPO to work together in cases of shared Casemanagement.

Confidentiality is always a barrier to working collaboratively with JPO. Even though there is a Court Order authorizing both departments to share information, JCJC directs probation otherwise. It is sensed that critical changes must be made at the state level to give the Probation department the blessing, so to speak, to work on SCR in the way it was intended to be effective in seeing to the needs of the youth and families.

2-3j. The Child Abuse Prevention and Treatment Act (CAPTA) – Guardian Ad Litem training

- ❑ What steps are the county taking to address this mandate?

In the 10/11 implementation plan, an adjustment will be made to include GAL costs for the representation of dependent children into the NB. Currently, those attorneys representing our children are not new. It is hoped to reimburse our primary GAL who is grandfathered into the system but who will be encouraged to attend training related to the representation of dependent children. The current GAL is active in PCYA solicitor meetings and will be attending the upcoming PPI Summit in Philadelphia. Discussions with the Juvenile Court Judge about GAL training will continue. The Court Administrator will be included in discussions as he is the one who assigns attorneys to represent dependent children when there is a conflict with the GAL who normally represents our kids. No new GAL will represent dependent children/youth without pre-service training and be reimbursed for their representation by DPW.

2-3k. Chafee Foster Care Independence Program (CFCIP) - National Youth in Transition Database (NYTD) – Baseline Survey

- ❑ ACCYS has identified our Independent Living (IL) Program Specialist as the lead for this database and has also tagged the IL Aide to assist in contacting the youth and distributing the surveys for completion. IL staff and the QA specialist will attend the NYTD training on September 20, 2010.

2-3l. Emergency and Disaster Planning

- ❑ What steps are the county taking to address this mandate?

A Continuity of Operations Plan was developed June 30, 2008 for the agency to ensure that CYS operations continue if a disaster or emergency were to occur that would inhibit the everyday performance of the agency. In collaboration with the Emergency Services Director, a plan was developed to ensure that the work of the agency will continue if an event occurs that disrupts normal business operations. One area of concern, however, is in the event of an emergency where there is a basis to house a large number of children, that adequate and safe caretakers would be retained to provide care for children if there were no parents or relatives found to meet the children's needs. Meetings to plan to organize such groups of people who have necessary clearances (like church group leaders and school teachers) will be held in the near future to plan for such times where their assistance will be required. Also, a plan to develop a court protocol in the processing of many emergency custody orders needs to be developed to establish a seamless process is established to ensure representation of the children and the agency in the case of multiple children taken into custody by the agency when parents or caregivers are absent.

2-3m. Time Limited Family Reunification (TLFR)

- ❑ What steps are the county taking to address this mandate?

The agency contracts with Pressley Ridge for Supervised Visitation both in the home and when in care to ensure timely and safe reunification.

If your county is currently receiving Federal IV-B TLFR grant funds and you are requesting a continuation of TLFR program with state funds please answer the following questions:

NA: We do not receive these funds, nor have we applied to receive these funds.

- 1) The desired outcomes for the TLFR program may include a combination of the following:
 - a. Reduce the length of time that children spend in foster care.
 - b. Reduce the re-entry rates for children returning to county custody.
 - c. Reduce the number of placement moves for children in foster care.
 - d. Increase the stabilization of families who have a child in foster care in order to facilitate reunification with the family within 15 months.
 - e. Increase the rates and timeliness of reunification of children with their families.
 - f. Increase the success in locating absent parents as permanent resources for their children.
 - g. Enhance the working relationships between the CCYA and other agencies and service providers at the county and community levels to support families.
 - h. Enhance the CCYA's use of child profiles and child preparation for children in placement with a goal of reunification.

Each CCYA must select a minimum of three outcomes. Identify and describe the outcome goals for your grant program from SFY 2008-2009 to SFY 2010-2011. Identify and describe if you plan to make any changes to your goals for SFY 2011-2012.

- 2) Identify and describe the results of the program during the grant funding period. i.e. How many children were reunified within 15 months? How many placements did the children experience?
- 3) What services and activities do you plan for SFY 2011-2012?
- 4) What changes, if any, will you be making to the program at the conclusion of the grant funding?
- 5) Did you realize any under spending of TLFR funds during any SFY?
 - a. If yes, please explain what changes, both programmatic and administrative, that you have made to ensure that you do not have under spending for SFY 2011-2012.

Section 3: General Indicators

3-1: County Information/Background

□ Population and poverty trends

Adams County's population from 2007 Census Data was 100,779. For the 0 – 18 age group, the number is 24,455 with 13,366 being in the 10–18 age group, with 11,089 children under the age of 10 years. 2008 data from the Community Coordinator of United Way indicates that there were 5,405 children under the age of 5 living in Adams County. A survey of the six school districts as well as 2 parochial schools, found that the number of children enrolled for 09/10 is expected to be approximately 14,689. From 2007 data, the breakdown of race in Adams County includes Caucasian at 96.1%, Black at 2.1%, Latino at 5.3%, and Asian at .8%. Being that Adams County is home to migrant workers and families, it should be understood that undocumented children/youth and families are probably not reflected in these figures although their needs are similar to all other residents and they may utilize helping systems as well. The most recent census was deemed to be successful in that many minorities in the community were encouraged to register without retribution. Perhaps when those calculations are completed, Adams County will have a more accurate picture of its people.

Unemployment in Adams County as of April, 2010 is at 8.2%. State unemployment is 9%. As noted previously, this number does not include the unemployed who are no longer collecting unemployment checks. The figure also does not include underemployment figures of those workers who prior to the recession had significantly higher paid positions. At least three major manufacturing facilities had closed in 2009 and not reopened

**Collaborating for Youth (CFY) has provided the following information about children in Adams County:

22% live in single parent families

27.6% increase in youth between 10-17, fastest growing demographic

50% of children who live with two parents live in households where both parents work

47% of workers in the County commute out of the County for work...leaving many older children without supervision (Adams County Office of Economic Development)

9.7% of Adams County children have no medical insurance (Pennsylvania Partnerships for Children, 2008)

7%-10% of children live at or below the absolute federal poverty level

27.8% of children live at or below 185% of poverty (food stamp eligible)

26-36% of children live at 200% of the federal poverty level (working poor)

14-32% of young adults (age 18-24) are the poorest with the fewest resources

277 children live in what is classified by the federal government as a "high poverty" neighborhood

1 in 10 live births in the County are to teens under 20. Only 2.5% of fathers are teens under the age of 20 (PA Department of Health)

24% of pregnant women report receiving no prenatal care and infant mortality rate is trending up (PA Department of Health). Adams County has the 2nd highest infant mortality rate in Pennsylvania.

Adams County Youth, according to the 2007 Pennsylvania Youth Survey(PAYS) of 3605 youth (6th, 8th, 10th, 12th graders across the county) are reporting high rates of depression, putting them at a higher risk for substance abuse and suicide

Suicides per 1000 children age 10-19 (PA Dept. of Health, 2005): Adams County, 0.131 (total 2), in PA, 0.038 (total 67)

86% of Adams County high school seniors report drinking, 28% report binge drinking (five or more drinks on one occasion) in the last two weeks (PAYS 2007). 17% report driving under the influence (PAYS 2007)

13% report being offered drugs for sale at school (PAYS 2007)

A more recent PAYS was completed in 2009, but the results have not been yet made public.

**Unless noted, all other data is Census Data

□ Issues in the 2008 annual licensing review and/or the Quality Services Review

Problems identified during the annual license review were:

1. Failure to Document Case Activity
2. Ineffective and/or Inefficient use of Agency Personnel
3. Inconsistent Interpretation and Implementation of Regulatory Requirements
4. Inconsistent Application of Agency Practice Standards

It was clearly understood by the agency that all of the above issues affect the safety of children and required immediate attention. The agency has worked very hard to correct its licensing errors in 2008. Although there were still concerns about documentation, including unsigned forms, etc. the agency did improve in 2009. The agency supervisors and administrative staff have been working with a consultant from CWT to better communicate and oversee caseworker documentation and field work particularly in how it relates to child/youth safety and wellbeing. A great emphasis is to keep children in the home and front-load services. The ICSP has been helpful in driving home the concept that if we screen correctly, children and youth should not even be entering our systems. For instance, if FFT is a resource for a family prior to C&Y involvement, the community can provide the service to the family and C&Y can do its business of protecting children who are abused and neglected.

The Quality Service Review held in Franklin County in 2006 was eye-opening and productive. The agency Assistant Administrator, Quality Assurance Program Specialist, and a Juvenile Probation Officer participated in the review. While the agency at that time was shown to assure safety in a timely manner and met the requirements of face to face contacts and safety planning, areas needing improvement were issues regarding child well-being, specifically those involving educational components. There was improvement needed in the caseworkers' providing documentation regarding the children's progress in school and educational plans.

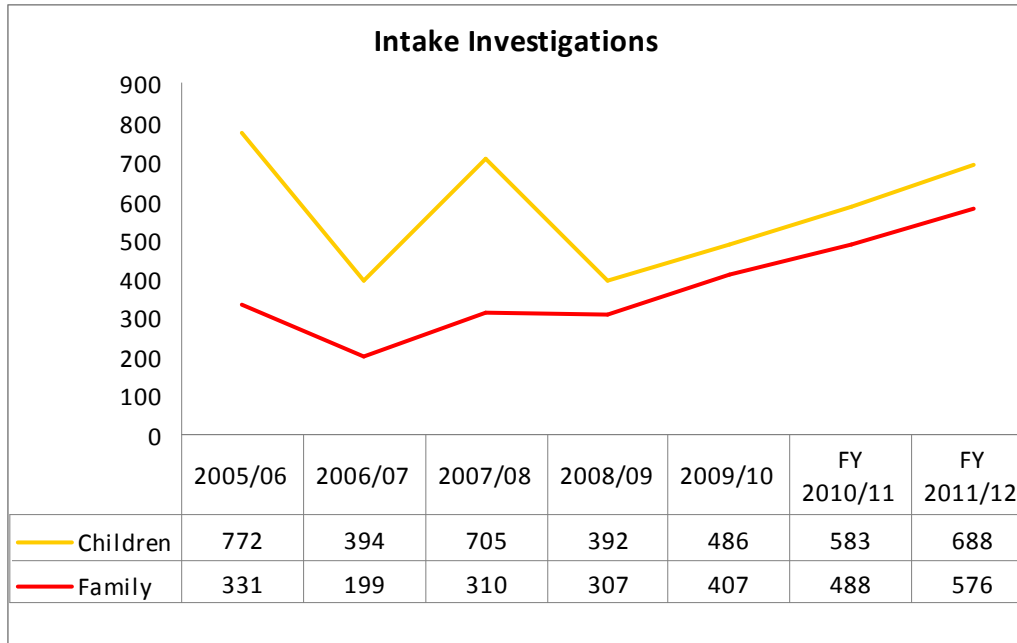
- Other Changes or Important Trends:
Staff is made accountable to following agency policy regarding safety, risk, casenote documentation, home visits, etc.

Case files are user friendly and documentation and forms may be found more easily.

There appears to be a better relationship between the agency and our OCYF representatives.

3-2a. Intake Investigations

Insert the Intake Investigations Chart (Chart 1) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

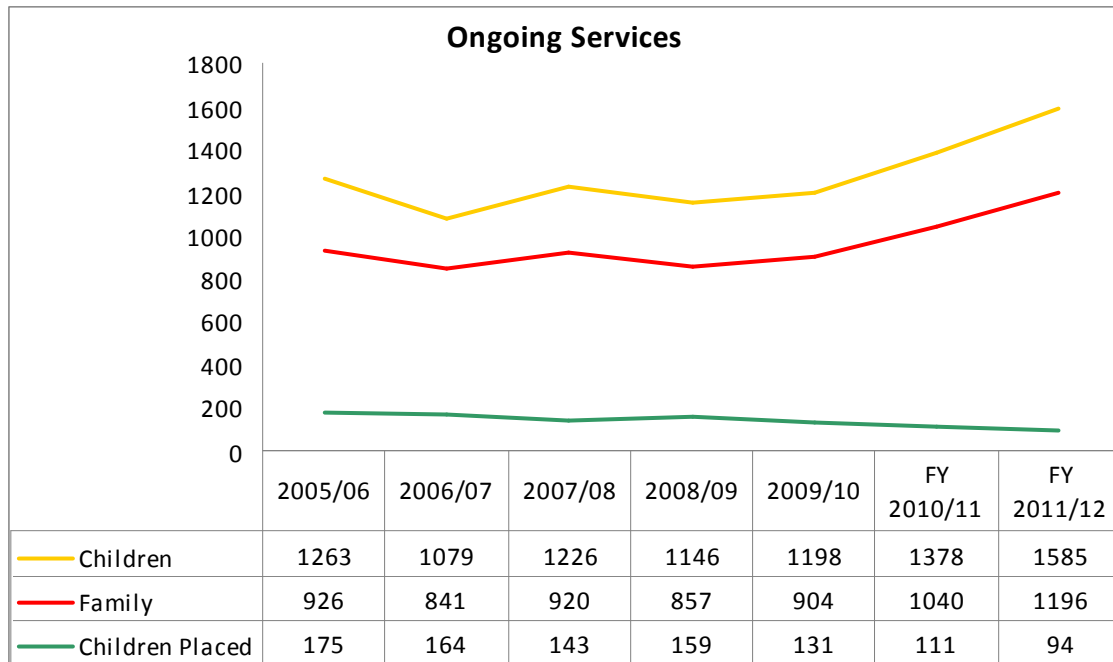


Intake investigations remain on the rise due to environmental concerns and the lack of attention to the children's basic needs. As the economy continues to fall, there has been a gradual increase in investigations as families struggle with caring for their children on limited or no income. Parental frustration with the economic situation may manifest itself in violence towards children and the ongoing economic stressors could influence the parents' ability to meet basic needs, resulting in neglect investigations. The numbers are projected to be higher due to reports made in response to an issue in a local daycare that made the local and state news in July of 2010. The agency anticipates a ripple effect from this incident. There are also more cases of drug-involved families who, because of their behaviors, have lost family connections.

The county homeowners are currently having their properties reassessed which, in some cases, may increase taxes 30%. For those landlords with numerous properties, the impact will be passed to the renters. It is expected that many homeowners and renters alike may lose their homes as a result. Stress related to these circumstance are predicted to increase the numbers of intake investigations and reports, especially related to homelessness and environmentally unsafe homes. In addition, stress related to inadequate housing usually leads to higher instances of abuse and neglect as well as domestic violence.

3-2a. Ongoing Services

- Insert the Ongoing Services Chart (Chart 2) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



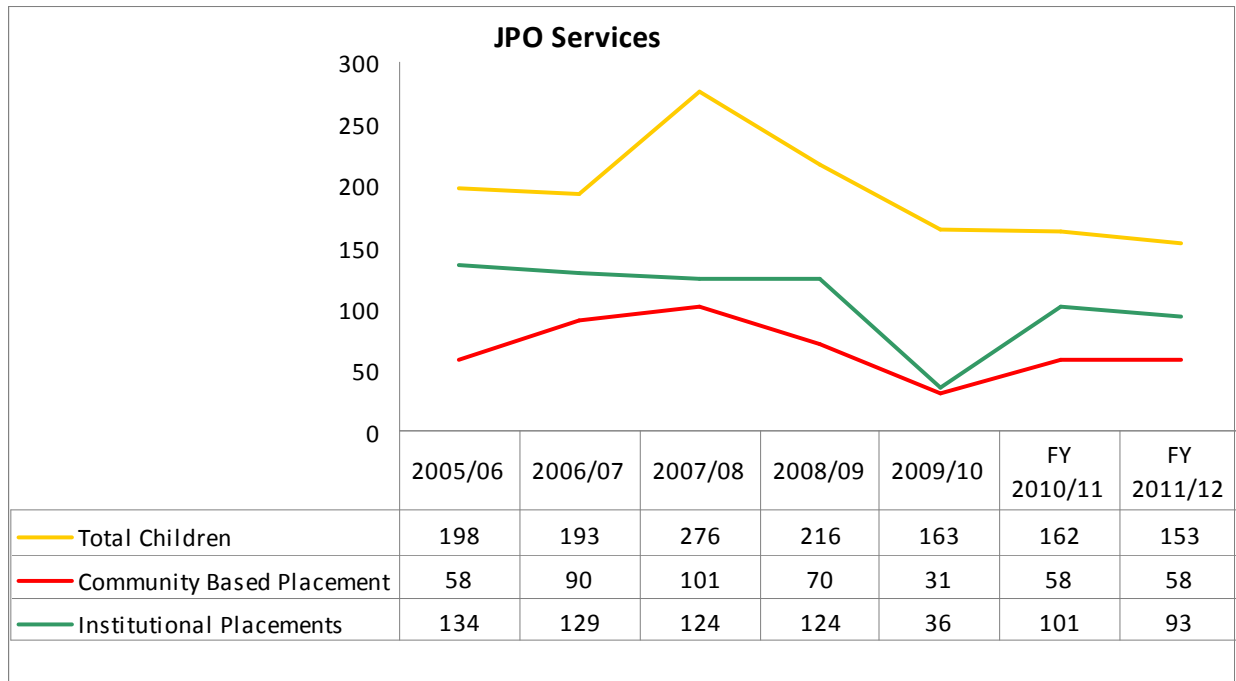
The number of children projected to be placed in FY 2010/11 and 2011/12 appears to remain rather stable, given the continuing economic decline and budget cuts for other categorical services such as MH/MR and D&A. As C&Y Services becomes the safety net for those who fail to be served by those categoricals, it is projected that the number of children and families served will rise. Because of a projected increase in numbers of children and families requiring further services and with the goal to prevent or drastically reduce placement of the child outside of the home, greater emphasis remains on the provision of in-home services and prevention.

Because of increasingly more complex cases (especially those involving serious drug abuse issues, i.e. heroin), and an increase of truancy referrals, the numbers of Family Support cases have risen. Family Support consists of both in-home and out of home placement cases. With an increase in more complex Intake cases, the need to accept for services is greater and the supervisors at times have difficulty assigning the many cases being transferred.

It is not uncommon at a supervisory meeting for the purpose of assigning cases to Family Support from Intake, the number of cases to be accepted for service are over 10. With a reduced staff, assignment can be difficult. Case transfer transitions must be extremely well supervised so children are seen and not lost in the transition from Intake to Family Support.

3-2a. JPO Services

- Insert the JPO Services Chart (Chart 3) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

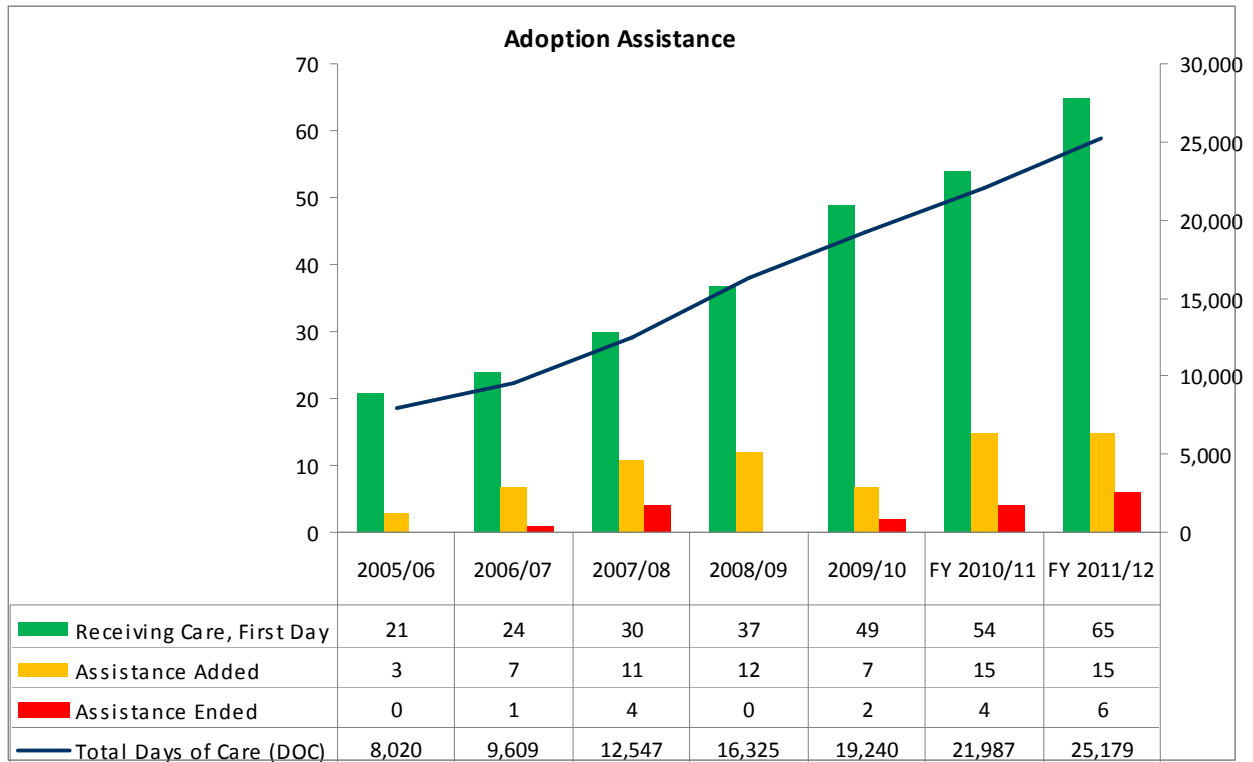


JPO has done an excellent job of reducing its number of children in community based placements between 2008/2009 and 2009/2010, with a continued projection of stabilization in the community based placements for the 10/11 and 11/12 years. Institutional based placements have remained relatively the same. Current practice and an understanding of the need to reduce such placements are expected to reduce the number of youth in institutional settings although cuts in MH/MR services may affect these placements. Current economic predictions suggest that juvenile crime may rise and become more severe. Continued efforts to reduce juvenile crime and recidivism through FGDM, MST, FFT, and JUMP are intended to maintain the number of children and families served at present levels.

COUNTY OF ADAMS

3-2b. Adoption Assistance

- Insert the Adoption Assistance Chart (Chart 4) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

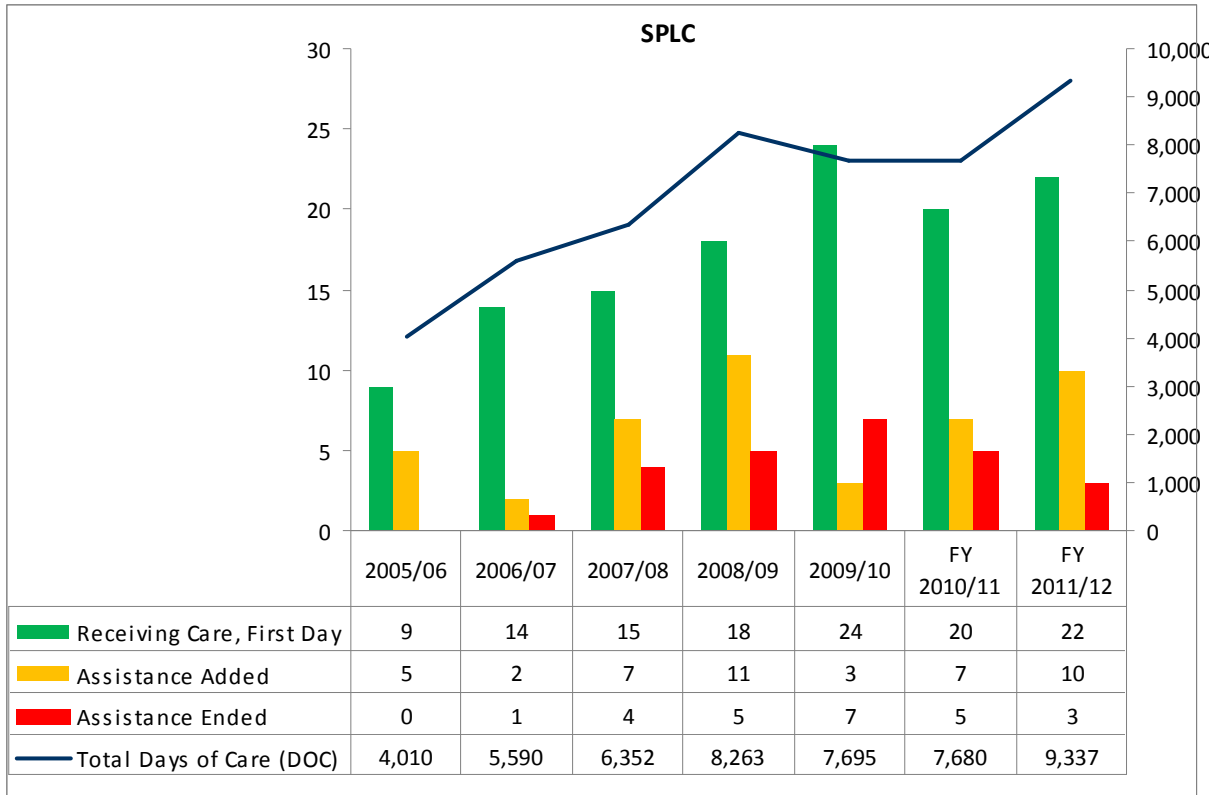


There remains a steady rise in adoption assistance annually since 2006/2007, due to supervisory staffing changes in the Family Support Units (Protective Services and Placement Units). New supervisors and workers support, understand, and promote finding permanency for children in placement. This improvement also comes from a better understanding of permanency through participation in the NGA, PPI and the annual SWAN conference.

COUNTY OF ADAMS

3-2c. Subsidized Permanent Legal Custody (SPLC)

- Insert the SPLC Chart (Chart 5) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



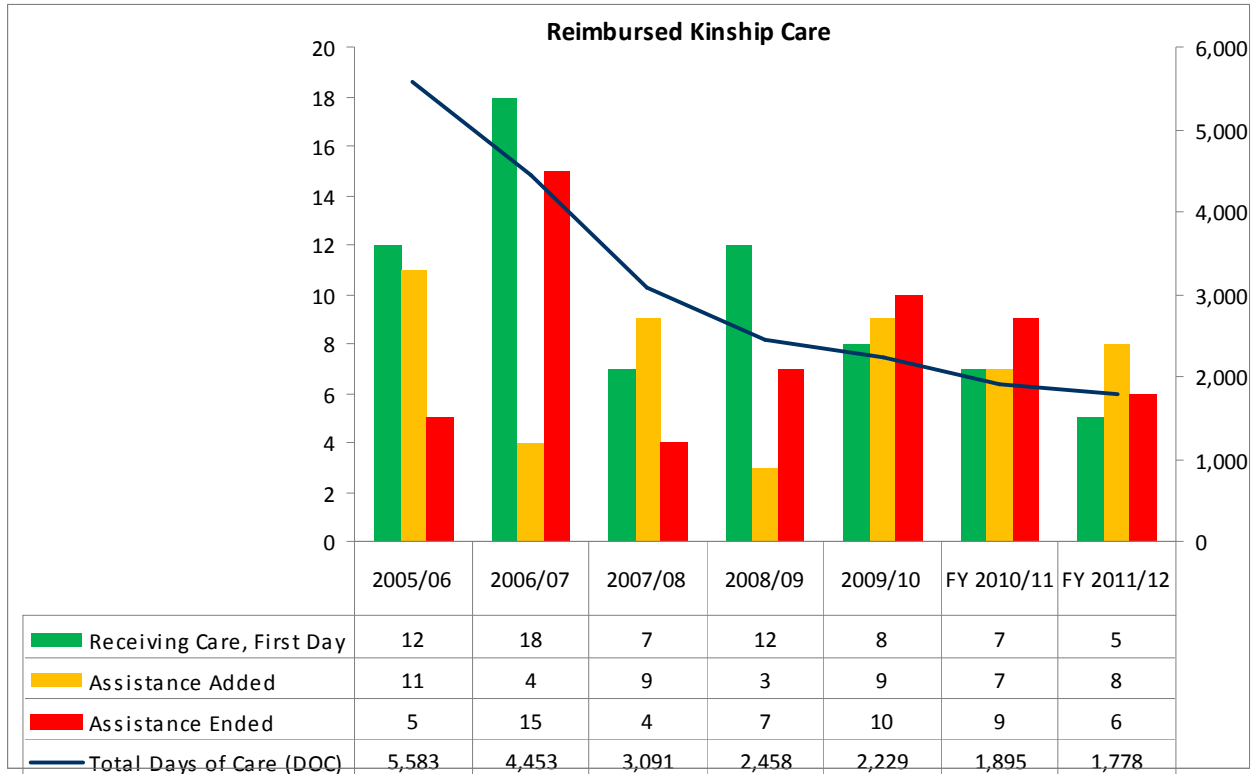
See 3-2b.

The agency has a better understanding and prioritizes the importance of permanency. CW supervisors work very hard to find children/youth permanent connections.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

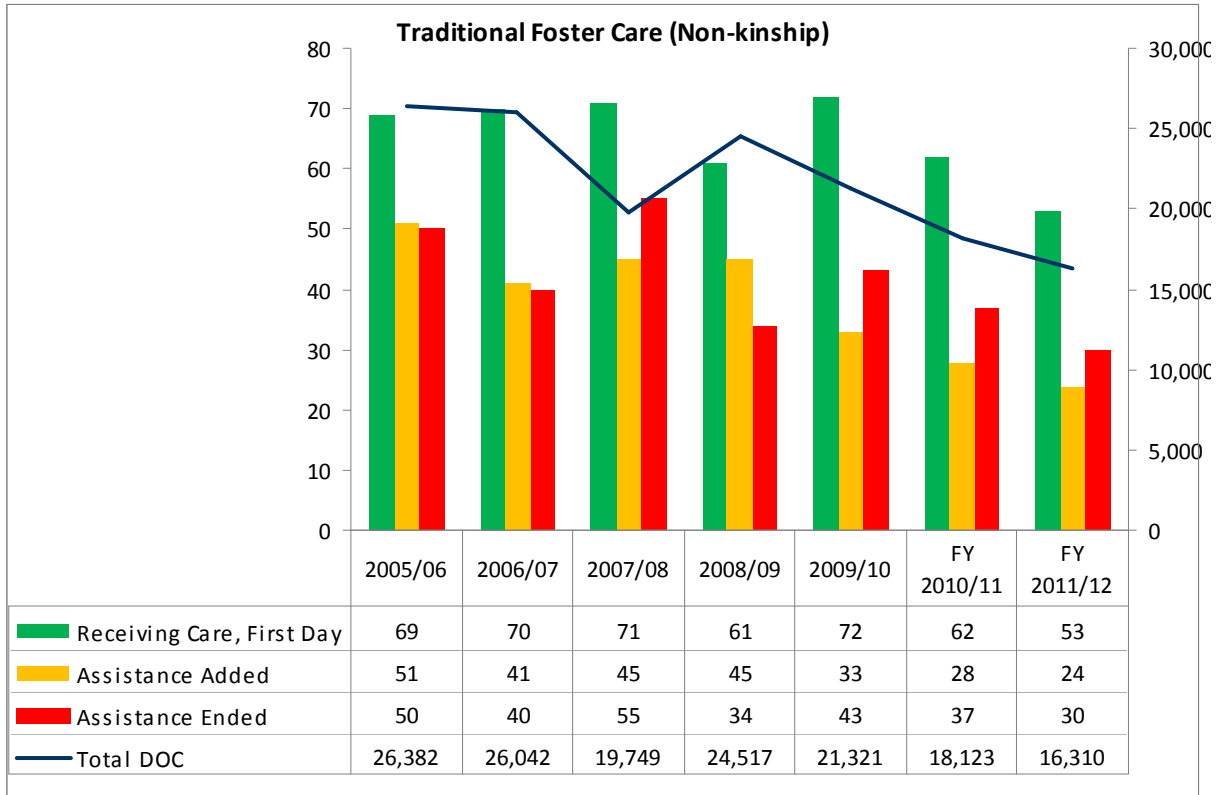


The agency's attention is on securing kinship care vs. out of home placements, as part of the adherence to the precepts of the Fostering Connections Act. With the assistance of the Accurant system at the beginning of first contact with the agency on cases that have a high potential for placement, it is believed that the number of children placed in the homes of kin will rise. Hopefully, if a child is placed in a foster home and kin not found in a reasonable period, the goal will be to keep the child where a bond has occurred in the *best interest* of the child, and not for the purpose of placing a child with kin at any cost. Placing a child with relatives can be as stressful as traditional foster care, if the child has never had any contact or meaningful relationship with that relative. That being said, we now have a tool to find kin quicker before a critical bond is made. Also, in the case of no family resources, great effort is made to place children in pre-adoptive homes. Usually, those homes provide stability for the children and they are rarely moved.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

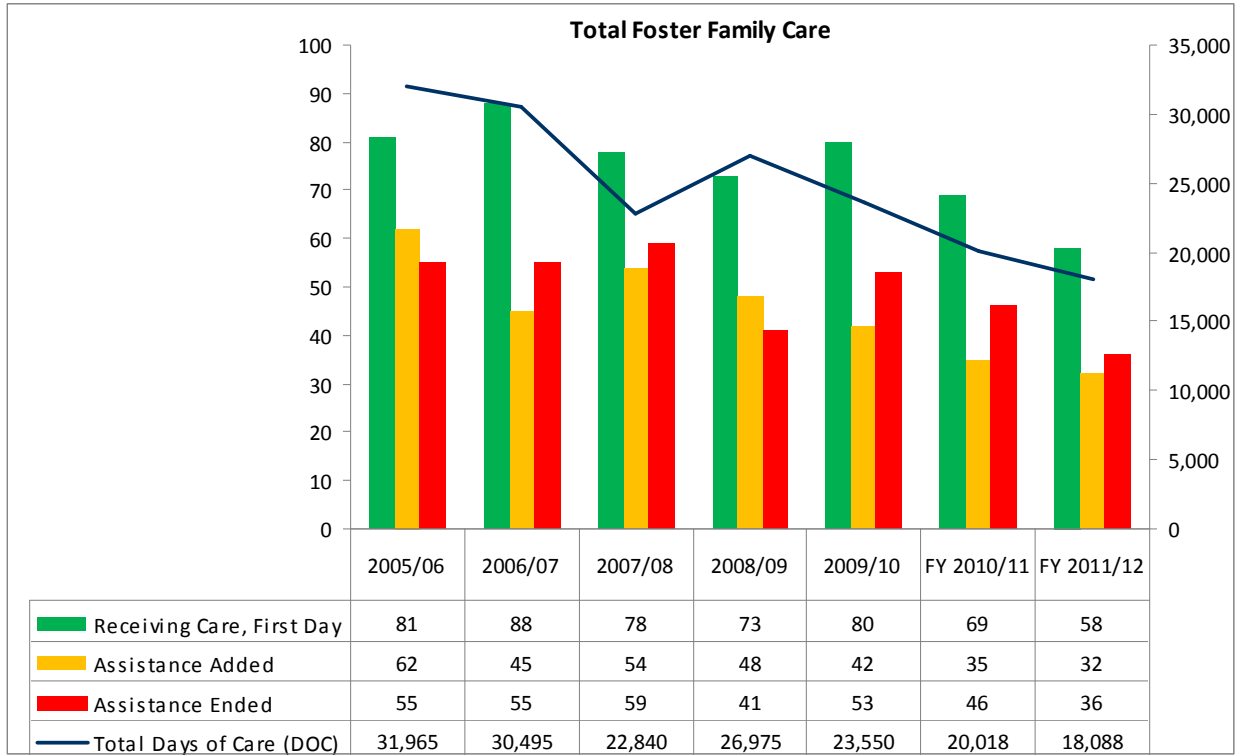


A greater emphasis placed on maintaining a child in his/her own home and front loading services to those children typically deemed “ungovernable” through MST and FFT. These programs as well as family engagement have, it seems, significantly reduced the number of children placed in traditional foster care in Adams County. Staffings prior to placement allow children/youth other alternatives than leaving the home since services are identified before placement.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

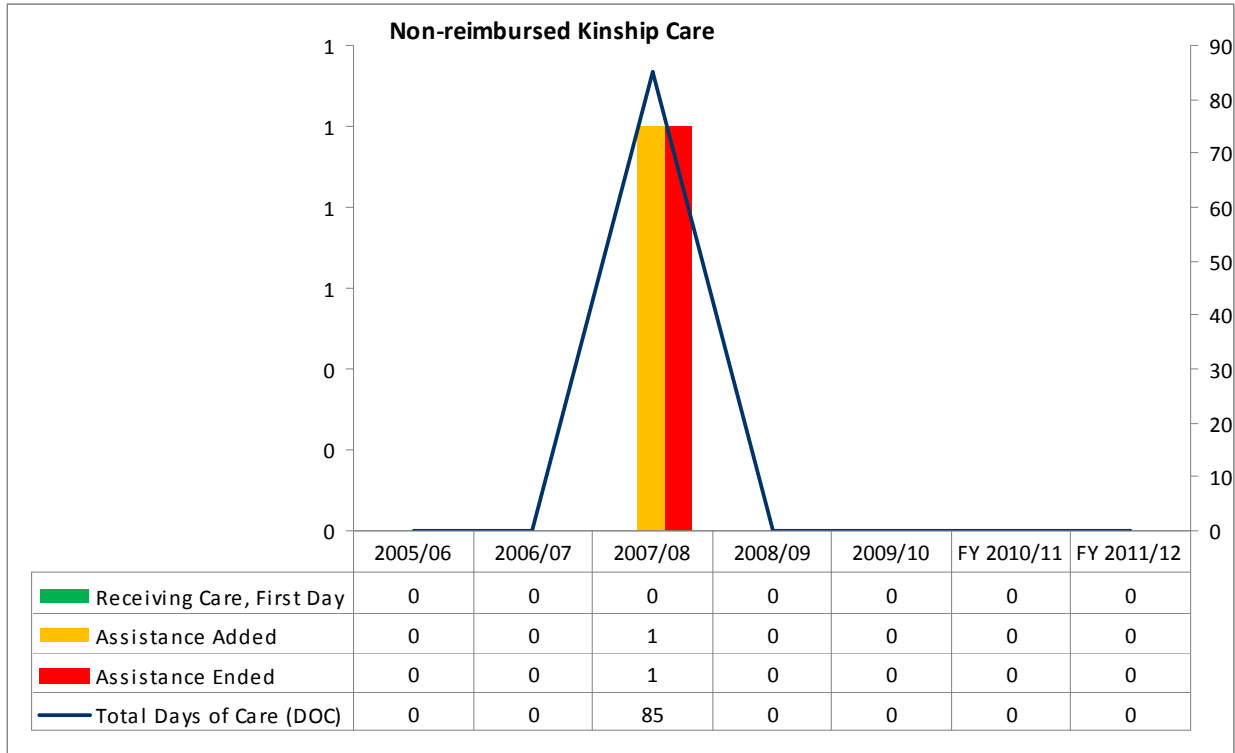


See 3-2d discussion on Kinship and Traditional Foster Care.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

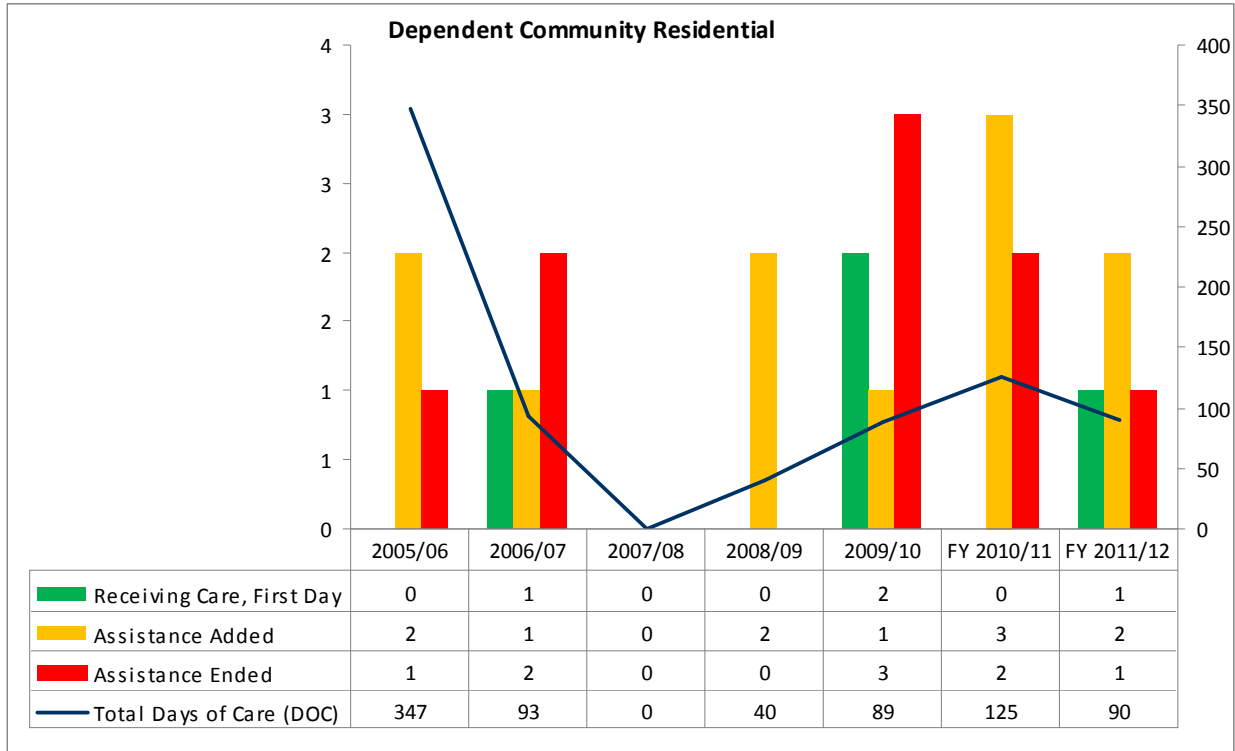


No changes since last years budget submission.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

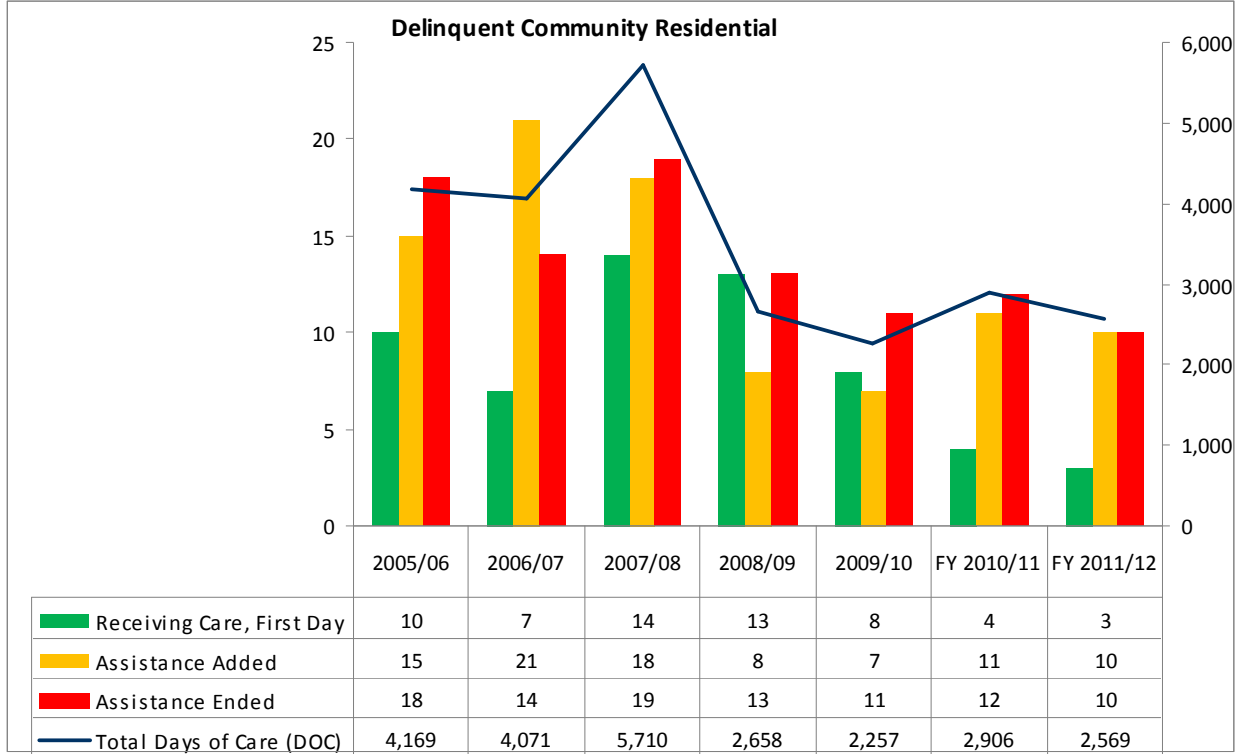


The decrease continues to reflect the continuing practice of family engagement, FFT, MST, FG and other in-home services including supervised visitation, as the standard to plan for and facilitate the safety of children in their homes and/or safely reunifying children with their family of origin. The agency also looks to foster or kinship care before seeking shelter placements for children to give them the least restrictive and safe environment.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

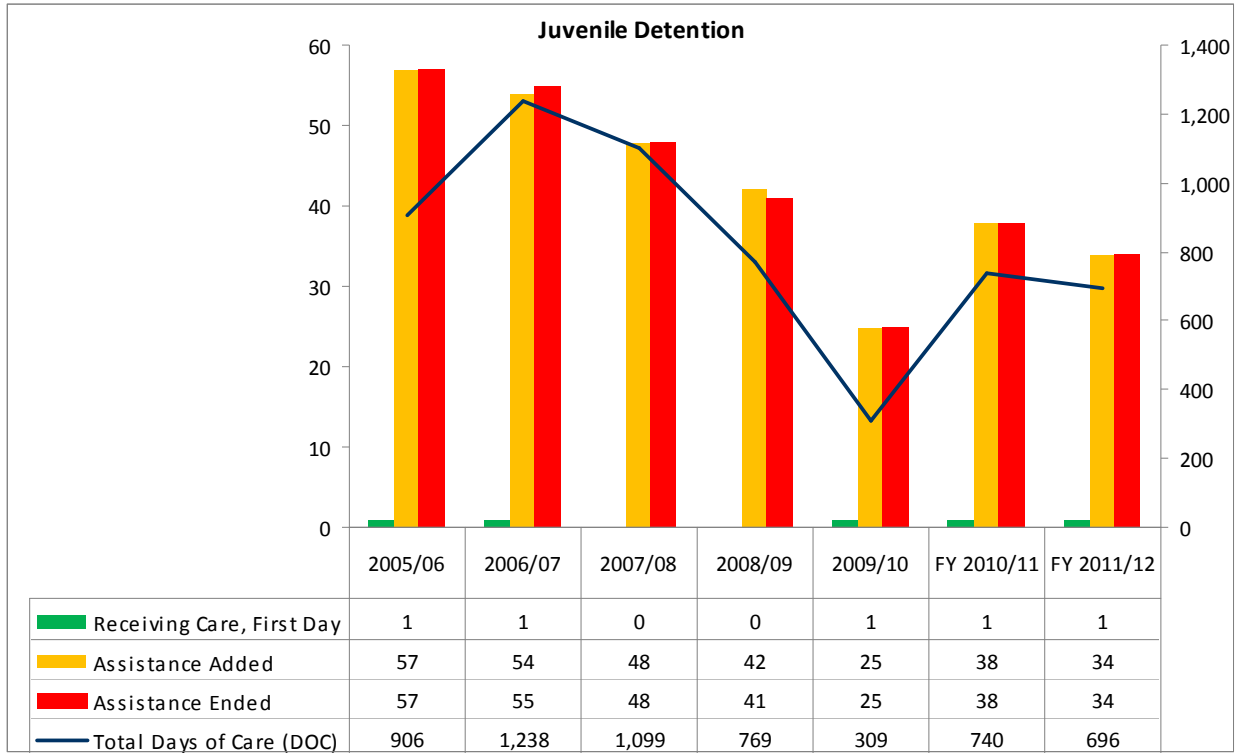


Juvenile Probation has significantly reduced the use of community residential placements over the past several years by utilizing in-home, evidence-based services such as MST and FFT, as well as pursuing and using promising practices such as the JUMP program. These interventions have been successful and Juvenile Probation will continue its efforts to use these services whenever appropriate to limit the use of community residential placements.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

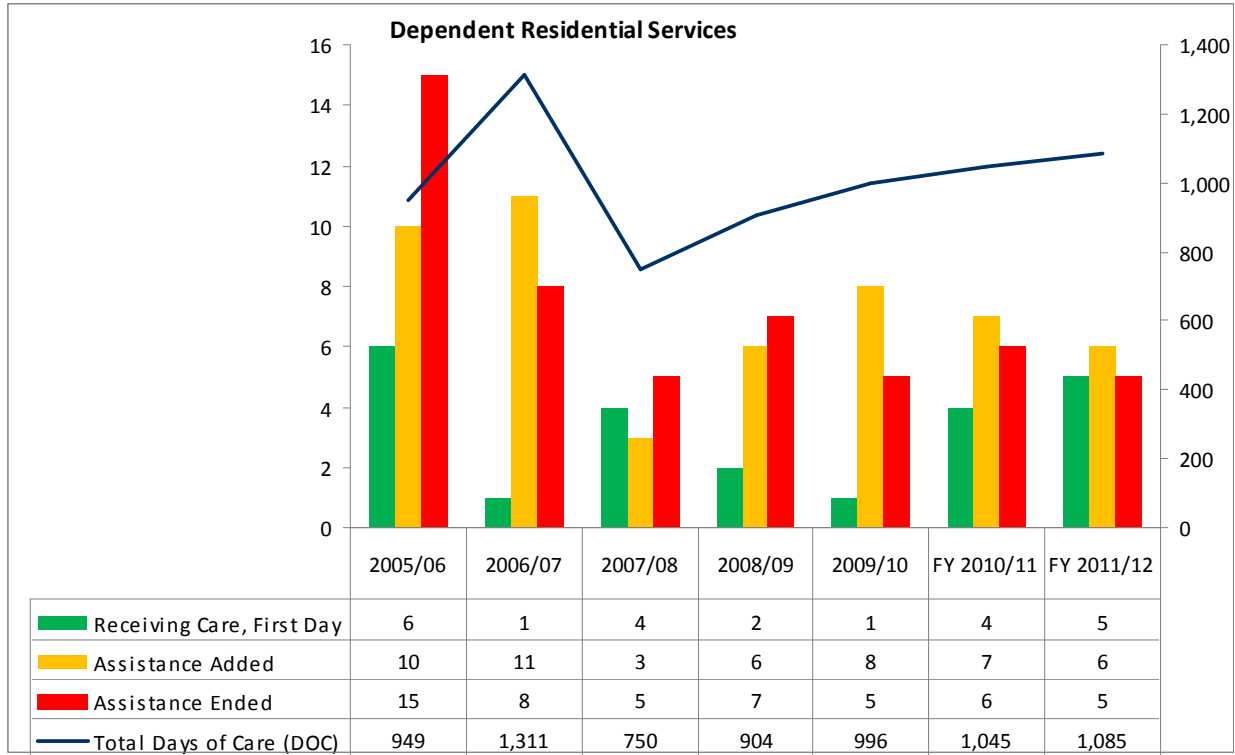


Juvenile Probation has significantly reduced the use of juvenile detention over the past several years by utilizing a more consistent approach when making detention decisions as well as utilizing alternatives to detention whenever appropriate and possible. Juvenile Probation is also examining the potential use of a standardized, research-based, detention assessment, to assist in future detention decisions.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

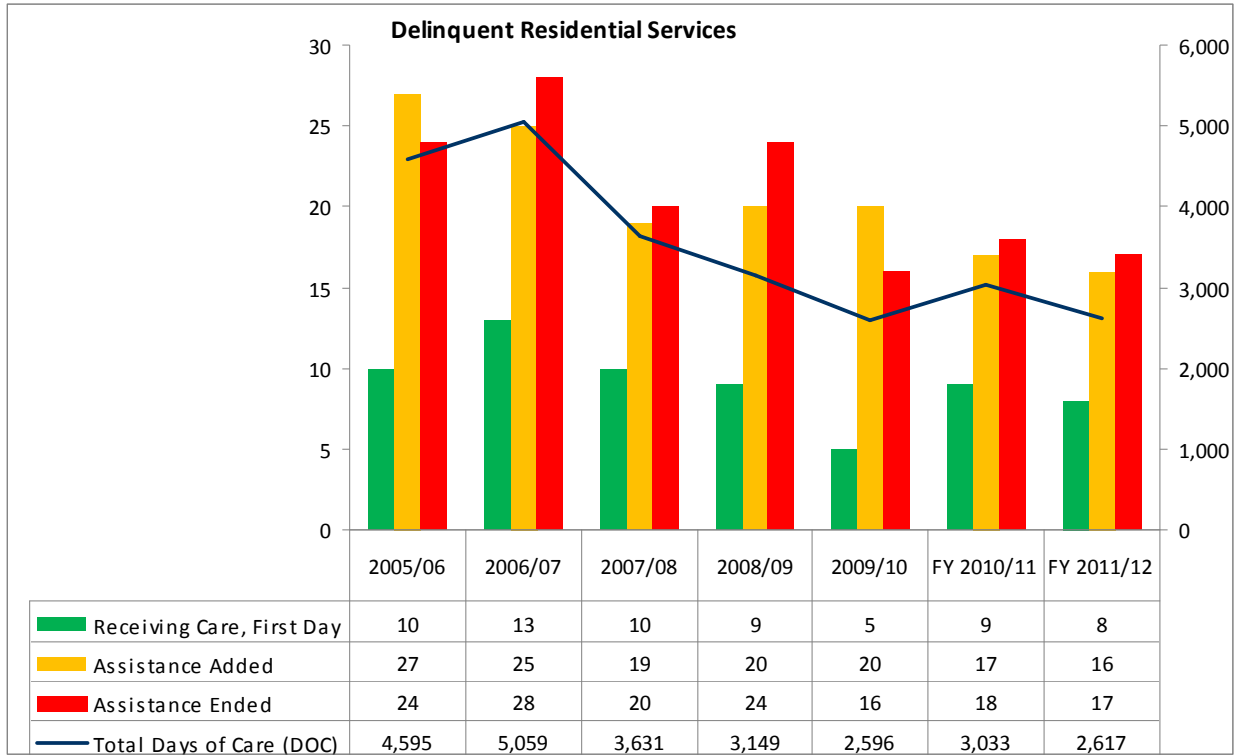


It is expected that there not be a significant increase in the number of children in residential placements. The hope remains that through the ICSP, MH/MR will be serving those children that certainly should be provided services through that system. Based on budget cuts in the past year and upcoming budgetary concerns, C&Y remains the safety net for children needing more restrictive environments due to mental illness. While we do not expect these numbers to rise, unfortunately, there are children who need a more restrictive setting or higher level of care to ensure their own safety and that of other children in the household and/or foster home.

COUNTY OF ADAMS

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

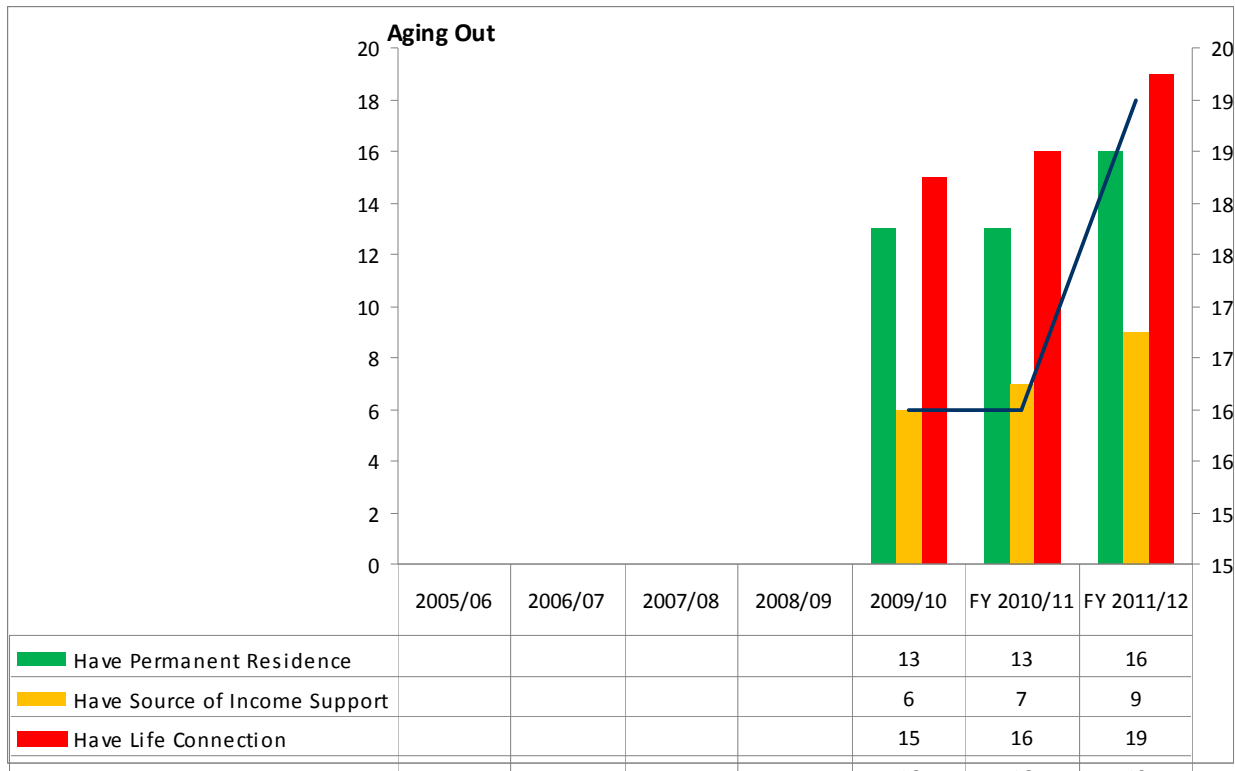


Juvenile Probation has reduced its use of residential services over the past several years by more thoroughly assessing the risks and needs of all juveniles and pursuing less restrictive services whenever possible. Juvenile Probation is in the process of implementing the Youth Level of Service/Case Management Instrument, which will provide a research-based, standardized assessment of each child's risk and needs, as well as assist in the development of a case plan that is consistent with balanced and restorative justice principles.

COUNTY OF ADAMS

3-2e. Aging Out

- Insert the Aging Out Chart (Chart 15). If the county does not have sufficient data to analyze trends, describe how the county plans to track this data in the future.



Youth who are at risk of Aging Out of the system are given priority when IL services are implemented and delivered. The IL staff assists these youth's caseworkers with referrals to SWAN for child profiles, child preparation and Child Specific Recruitment. The search for permanent connections for these youth include Family Finding, Family Group Decision Making, Permanency Pacts and the utilization of mentors. These youth are referred to the Adams County Housing Authority at age 18 to apply for a Section 8 Housing Voucher and the preference policy developed for them that places them at the top of any waiting list. The agency's new Transitional Housing Program is a safety net for those youth who find themselves homeless or living in a unsafe/unhealthy living environment. The IL program assists youth with locating employment and refers them to the local Youth Employment Program which can assist with employability skills and locating jobs, apprenticeships and on the job training. Youth who may qualify for other types of income such as SSI are assisted with accessing those services.

A great emphasis is placed on transition planning with the assistance of Independent Living Program. The Transition Caseworker works closely with youth age 16 and older to assess their transition needs and coordinates a team meeting to help the youth develop their transition plan. The Juvenile Court Judge reviews the transition assessment tool at permanency review hearings and the final transition plan 90 days prior to the youth reaching age 18 and/or their anticipated discharge date. The Judge actively questions the youth about their proposed goals during that review hearing.

COUNTY OF ADAMS

3-2f. General Indicators

□ Insert the complete table from the *General Indicators* tab. No narrative is required in this section.

3-2: General Indicators

Type in PURPLE boxes only (blue for Excel 2007 users)

County Number:

Class 6

Adams County

[Copy Part 1 for Narrative insertion](#)

[Copy Part 2 for Narrative insertion](#)

[Print](#)

3-2a. Service Trends

Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
Intake Investigations								
Children	772	394	705	392	486	583	688	-37.0%
Family	331	199	310	307	407	488	576	23.0%
Ongoing Services								
Children	1263	1079	1226	1146	1198	1378	1585	-5.1%
Family	926	841	920	857	904	1040	1196	-2.4%
Children Placed	175	164	143	159	131	111	94	-25.1%
JPO Services								
Total Children	198	193	276	216	163	162	153	-17.7%
Community Based Placement	58	90	101	70	31	58	58	-46.6%
Institutional Placements	134	129	124	124	36	101	93	-73.1%

3-2b. Adoption Assistance

Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
Adoption Assistance								
Receiving Care, First Day	21	24	30	37	49	54	65	133.3%
Assistance Added	3	7	11	12	7	15	15	133.3%
Assistance Ended	0	1	4	0	2	4	6	#DIV/0!
Total Days of Care (DOC)	8,020	9,609	12,547	16,325	19,240	21,987	25,179	139.9%

COUNTY OF ADAMS

3-2c. SPLC								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
Subsidized Permanent Legal Custodianship								
Receiving Care, First Day	9	14	15	18	24	20	22	166.7%
Assistance Added	5	2	7	11	3	7	10	-40.0%
Assistance Ended	0	1	4	5	7	5	3	#DIV/0!
Total Days of Care (DOC)	4,010	5,590	6,352	8,263	7,695	7,680	9,337	91.9%

3-2d. Placement Data								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
Traditional Foster Care (non-kinship)								
Receiving Care, First Day	69	70	71	61	72	62	53	4.3%
Assistance Added	51	41	45	45	33	28	24	-35.3%
Assistance Ended	50	40	55	34	43	37	30	-14.0%
Total DOC	26,382	26,042	19,749	24,517	21,321	18,123	16,310	-19.2%
Reimbursed Kinship Care								
Receiving Care, First Day	12	18	7	12	8	7	5	-33.3%
Assistance Added	11	4	9	3	9	7	8	-18.2%
Assistance Ended	5	15	4	7	10	9	6	100.0%
Total Days of Care (DOC)	5,583	4,453	3,091	2,458	2,229	1,895	1,778	-60.1%
Foster Family Care (Total of 2 above)								
Receiving Care, First Day	81	88	78	73	80	69	58	-1.2%
Assistance Added	62	45	54	48	42	35	32	-32.3%
Assistance Ended	55	55	59	41	53	46	36	-3.6%
Total Days of Care (DOC)	31,965	30,495	22,840	26,975	23,550	20,018	18,088	-26.3%
Non-reimbursed Kinship Care								
Receiving Care, First Day	0	0	0	0	0	0	0	#DIV/0!
Assistance Added	0	0	1	0	0	0	0	#DIV/0!
Assistance Ended	0	0	1	0	0	0	0	#DIV/0!
Total Days of Care (DOC)	0	0	85	0	0	0	0	#DIV/0!
Dependent Community Residential								
Receiving Care, First Day	0	1	0	0	2	0	1	#DIV/0!
Assistance Added	2	1	0	2	1	3	2	-50.0%
Assistance Ended	1	2	0	0	3	2	1	200.0%
Total Days of Care (DOC)	347	93	0	40	89	125	90	-74.4%

COUNTY OF ADAMS

Delinquent Community Residential								
Receiving Care, First Day	10	7	14	13	8	4	3	-20.0%
Assistance Added	15	21	18	8	7	11	10	-53.3%
Assistance Ended	18	14	19	13	11	12	10	-33.3%
Total Days of Care (DOC)	4,169	4,071	5,710	2,658	2,257	2,906	2,569	-41.6%
Juvenile Detention								
Receiving Care, First Day	1	1	0	0	1	1	1	0.0%
Assistance Added	57	54	48	42	25	38	34	-54.4%
Assistance Ended	57	55	48	41	25	38	34	-56.1%
Total Days of Care (DOC)	906	1,238	1,099	769	309	740	696	-65.5%
Dependent Residential Services								
Receiving Care, First Day	6	1	4	2	1	4	5	-83.3%
Assistance Added	10	11	3	6	8	7	6	-20.0%
Assistance Ended	15	8	5	7	5	6	5	-66.7%
Total Days of Care (DOC)	949	1,311	750	904	996	1,045	1,085	5.0%
Delinquent Residential Services								
Receiving Care, First Day	10	13	10	9	5	9	8	-50.0%
Assistance Added	27	25	19	20	20	17	16	-14.8%
Assistance Ended	24	28	20	24	16	18	17	-41.7%
Total Days of Care (DOC)	4,595	5,059	3,631	3,149	2,596	3,033	2,617	-42.6%

3-2e. Aging Out Data								
	FY	FY	FY	FY	FY	Projected	FY	2005-09
Indicator	2005/06	2006/07	2007/08	2008/09	2009/10	FY	FY	% Change
						2010/11	2011/12	
Aging Out								
Number of Children Aging Out					16	16	19	#DIV/0!
Have Permanent Residence					13	13	16	#DIV/0!
Have Source of Income Support					6	7	9	#DIV/0!
Have Life Connection					15	16	19	#DIV/0!

Section 4: County Programs & Services

☞ 4-1: Children/Families not Accepted for Service

- ☐ How does the county determine a child/family is not accepted for service?

It's useful to discuss here how a determination is made to accept for service to understand when a case is not accepted for service. The safety and risk assessment are used to determine whether a case should be transferred for services. Certainly, if there is an Indicated CPS where any contact with the perpetrator is highly likely, the case is accepted. In addition, a case is accepted for service when a parent requests services to ensure safety or to assist in assessing and implementing plans to keep a child safe and ungovernable youth who cuts and runs, for example. Cases not accepted for services are those with no safety concerns, low risk, and families where other services are in place. Because a family is non-compliant is not a reason to not accept the case for services. Non-compliance should indicate to a worker that there is a greater safety challenge and court intervention may be required to adjudicate the child delinquent or develop a consent degree to warrant further services. At supervisory meetings and staffings, there is often great discussion about what will change if the case is accepted for service. This question is useful in the determination as well, but more so is the question as to whether there are other resources in the community that may serve the family in a more efficient and goal directed way. FG, FFT, MST, Pressley Ridge In-home Services, PEACE, etc. are all programs/practices that are considered when determining that a case may be closed without further services.

☞ 4-2: New/Enhanced Programs

- ☐ Briefly explain requests for funding of new programs or enhancements to existing programs. The explanation must include why the county is seeking funding for the new/enhanced program and how it relates to needs identified in the county.

We will be adding the Children's Advocacy Center (CAC) and the Juvenile Probation United with Mental Health Program (JUMP) to the 11/12 NBPB, as an Utilization Increase/Decrease. While new to the needs-based, they are not new to OCYF funding through the Promising Practices grants.

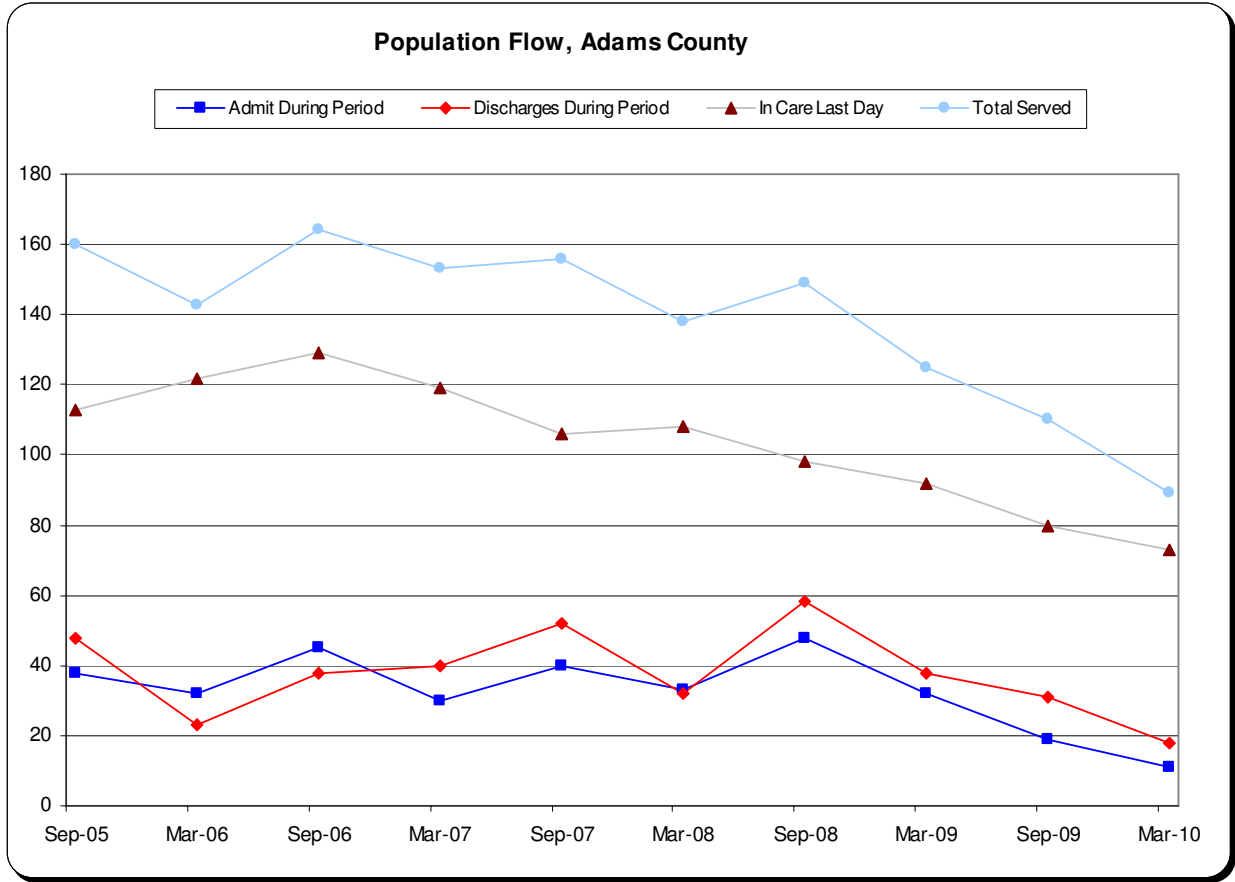
Another new program to be added into the NB will be the Alternative to Truancy initiative to enable the Truancy Work Group to implement a Truancy Court Program, as well as providing the community with materials that focus on the importance of going to school.

- ☐ In the specific budget adjustment forms for new initiatives or services, identify cost savings and reduced rates, and provide evidence that the new program is less expensive or more effective than the current service.
- ☐ For enhanced programs, describe how the program is effective.
- ☐ For enhanced programs, discuss the expected level of program improvement, and describe how the program will reduce costs or the rate of future cost increases.

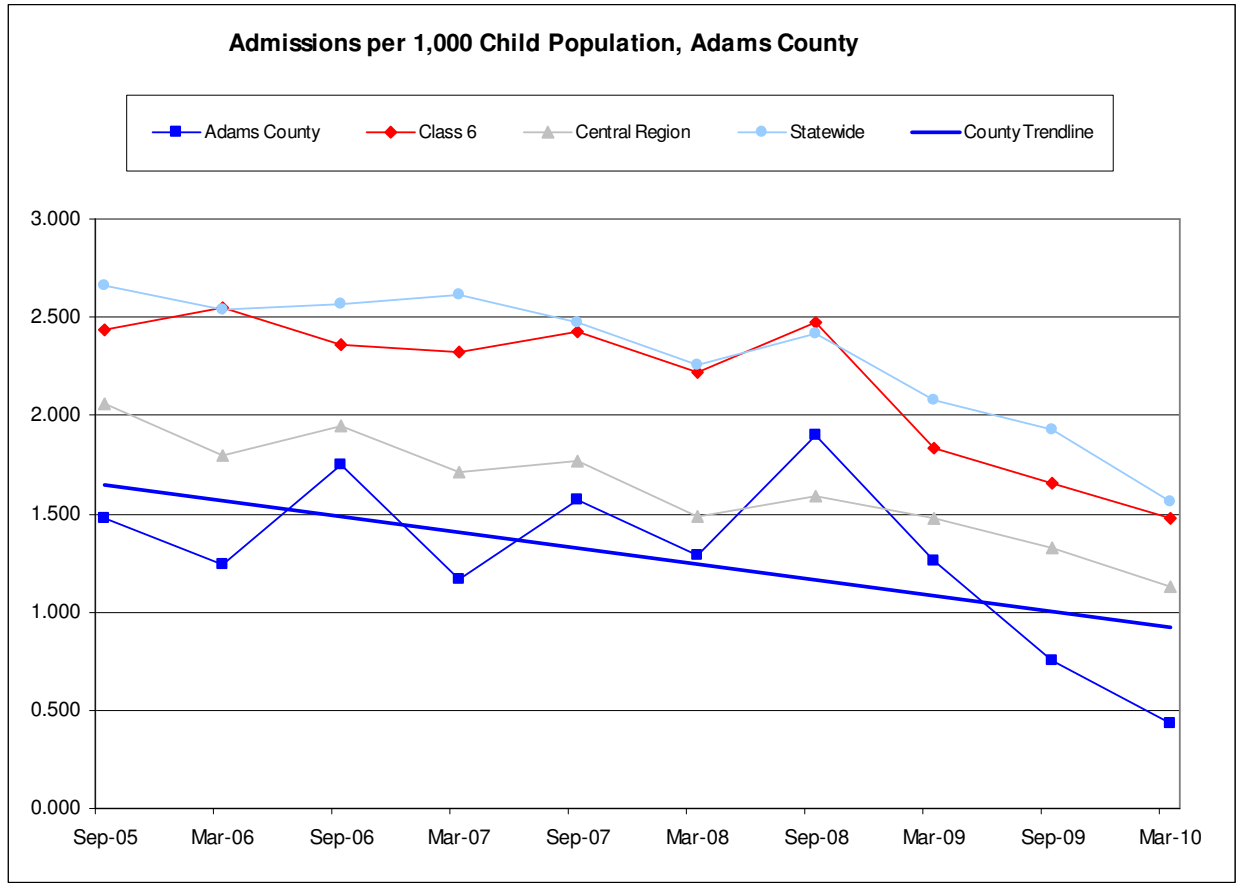
Section 5: Outcome Indicators

**5-1a. Foster Care Population Flow
(See HZA Data Package)**

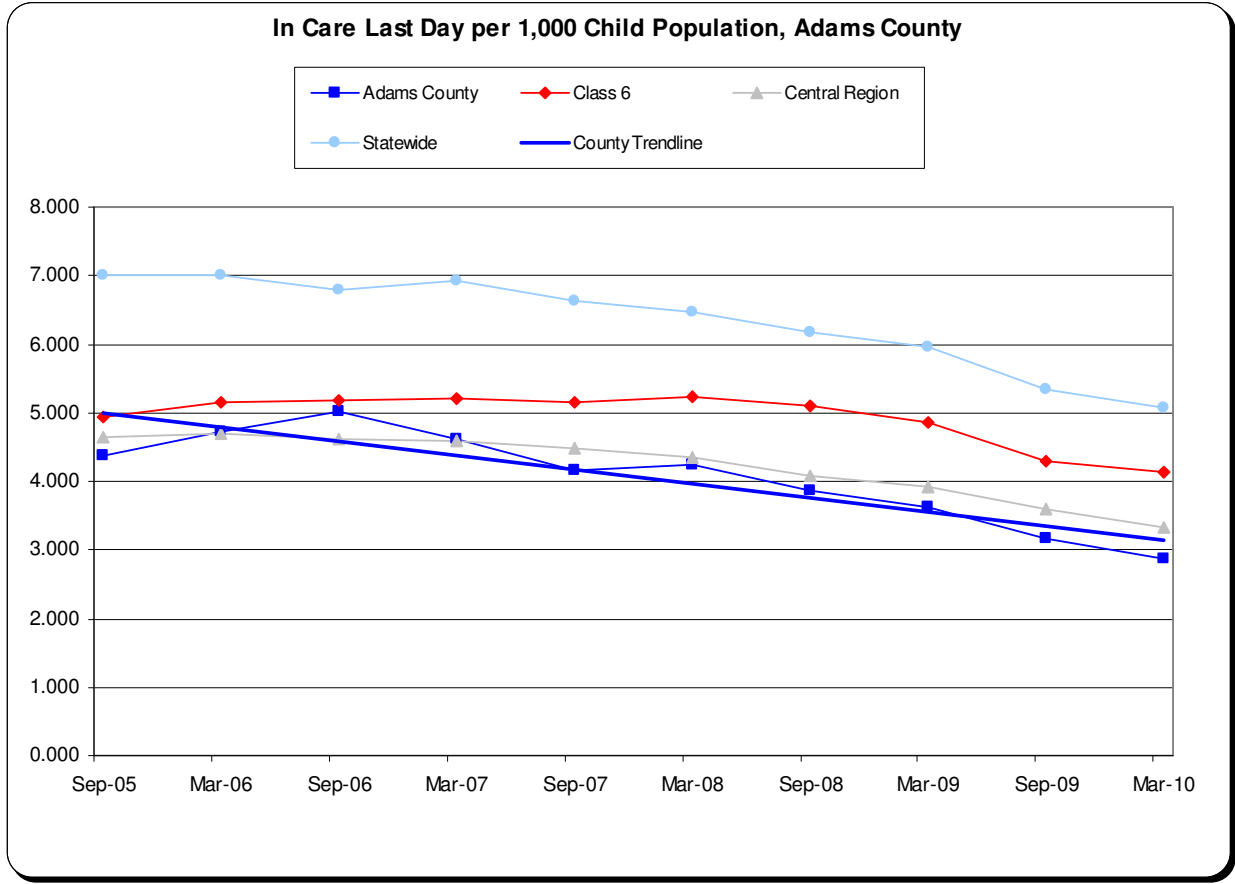
On the following pages, paste up to three charts from the HZA data. Each chart should be pasted on a separate page.



COUNTY OF ADAMS



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- Is the overall trend in the number of children being served or in care in the county different than that in the state as a whole? In counties of the same class?

Adams County's number of children served and/or leaving care remains in a downward trend since March of 2007, outpacing its class size, region and the state.

- Please describe what demographic factors, if any, have contributed to changes in the number of children being served or in care.

The county population remains fluid, in that Adams County serves as a “bedroom” community for people working in the Baltimore, Washington DC and Northern Virginia metropolitan areas, as well as having a migrant population with families working in the local orchard industry and poultry processing plants. With the current economic situation, people live where they have work.

- Please describe what changes in agency priorities or programs, if any, have contributed to changes in the number of children served or in care and/or the rate at which children are discharged from care.

ACCYS uses more rigorous instruments in our practice, including the safety assessment and management process and also a home assessment developed by one of our intake workers. This helps us to make fewer judgment calls based on the personal bias of the worker. As part of our standard agency practice, workers consider placement with kinship and relatives more

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readily in daily work. Asking the pertinent questions regarding family, for *Family Finding*, is part of the intake process and practice. Paternity tracking and understanding the importance of involving Fathers helps to decrease the number of out of home placements.

- Are there any demographic shifts which impact the proportions of children in care (for example, are younger children making up a larger proportion of admissions than in years past)?

The greatest numbers of population are in the 18 to 21 age group in the County, with the next highest being the 5 to 8 year olds. The age group coming into care in the County reflects the latter age group. Adams County continues to see the trend of parents with significant Mental Health and/or Drug and Alcohol issues, leading to deficient parenting skills and subsequently, children coming into care.

- How has the county adjusted staff ratios and/or resource allocations (both financial and staffing, including vacancies, hiring, turnover, etc.) in response to a change in the foster care population? Is the county's current resource allocation appropriate to address projected needs?

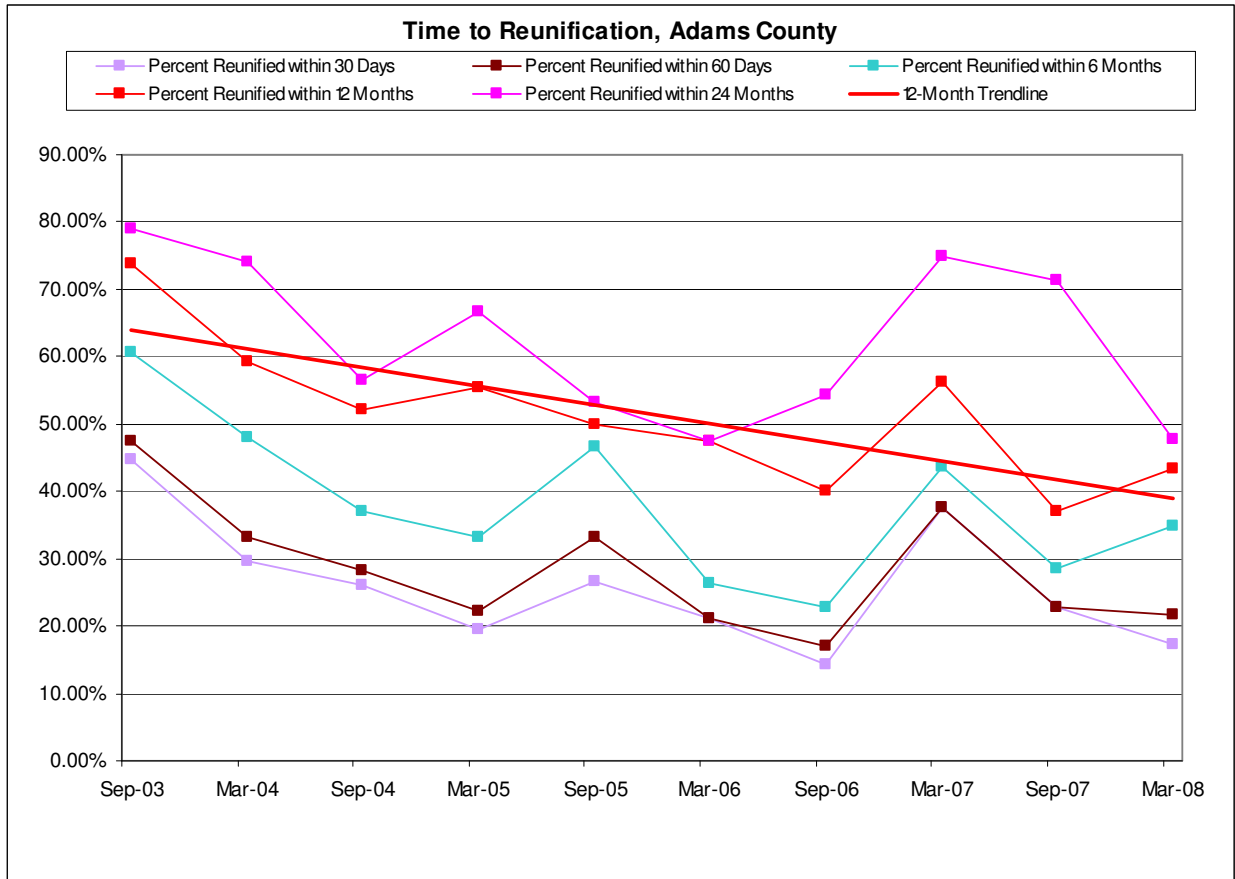
The Agency currently has 5 workers in the CPS intake unit and as of August 10, 2010, 5 workers in the GPS intake unit. The additional worker is to keep front-loading services to the clients to maintain lower numbers of children in care. This required moving a worker in a family support unit to an intake unit. At this time, the agency hopes to add 2 additional workers to address truants, whose numbers are on the rise and require more front-loaded services and court preparation.

To prevent placement and maintain children in their own homes, in-home teams that teach and demonstrate parenting, child-rearing and household management skills remain crucial. This needed service requires hands on time. This service would benefit the safety and well-being of our youngest children. The current providers of "in-home" services require a child with a diagnosis in order to draw down funding through Medical Assistance.

Also the addition of the requested Program Specialist who works on implementing the many initiatives and requirements of the State and Federal governments, will assist workers and supervisors working with the families instead of working on data entry and developing policy.

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5-1b. Reunification Survival Analysis (See HZA Data Package)



- Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

The overall trend appears to be in decline, however in the period ending March 2008, the county is slowly improving in reunification 60 days and 12 months. The reasons for the increase in these areas may be due to the following:

- The Supervised Visitation program moves the reunification process at a faster pace in that the visitation often takes place in the family home
- Utilization of 3-month Status Review Conferences.
- Utilization of Family Group Decision Making to bring the extended family to the table, should the parents not be able to meet the children's basic needs.
- MST sometimes successful in reunification of older youth

- If there are fewer reunifications within 12 months of the child's removal, what is happening to those children? Are they returning home later or eventually being discharged in some other way?

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40 % of the children entering care for the first time were reunified within 12 months for the period ending March 2008. That total goes to 52% reunification by September of 2008, as 2 more children went on extended home visits with services in the home but remained under court "supervision." Extended home visits (tracked as placements in AFCARS) are essentially reunifications, with the agency maintaining only legal custody of the child. Of the 22 children entering care for the first time, 12 were reunified, 6 achieved permanency through adoption or PLC, 1 transitioned out, 2 are awaiting permanency and 2 moved to a higher level of care, based on their MH needs.

- ❑ Are children being reunified more quickly, or more slowly, than in past years? Does the timeliness of the reunifications reflect the changing needs of families in the county? Among children reunified in less than 30 days, were the services provided sufficiently to alleviate the concerns that led to the child's removal? What services could have prevented removal of children who were reunified within 30 days?

Reunification within 30 days, when placement is the first contact with the agency, is not always a realistic goal, based on the circumstances of the removal and the family still in crisis mode. Information regarding extended family/friends is being gathered, should no one step up immediately to care for the child (ren). Overall, families have been struggling to greater degree due to the economic situation in Adams County. In addition, trends in drug culture/drug use among families is a factor, as the cases coming into care since 2008 have involved more children where this is an issue. Often, in drug-involved families, family resources are less likely to come forward because they have enabled the parent(s) for too long. "She's burnt her bridges," is a common theme. Some relatives are also afraid of retribution.

- ❑ How does the county's data compare to other counties of the same county class size? To the statewide data?

Adams County compares almost equally in reunification in the 60 day to 12 month range. It exceeds the state wide rates of reunification within 30 days. It appears that most counties are improving in returning children safely to their homes of origin. Continued use of the safety assessment tool, adherence to permanency goals, and continual training through CWT of the importance of "best interest of the child," have no doubt contributed to this trend statewide

- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?
 - a. Continued utilization of the Supervised Visitation program to move toward the reunification process at a faster pace, as the visitation then takes place in the family home.
 - b. Utilization of 3-month Status Review Conferences.
 - c. Utilization of Functional Family Therapy
 - d. Will develop the implementation of Family Finding in tandem with Family Group Decision Making to assist in making timely, permanent connections for children and youth.
 - e. The utilization of JUMP
 - f. Assisting families in immediate household clean up to assure safety and prevent placement.
 - g. The use of donations (distributed by the Agency Advisory Board) to pay for motels, first/last month rents, etc. The uses of these donations will continue as long as funds last since the requested housing initiative grant of \$20,000 was denied.

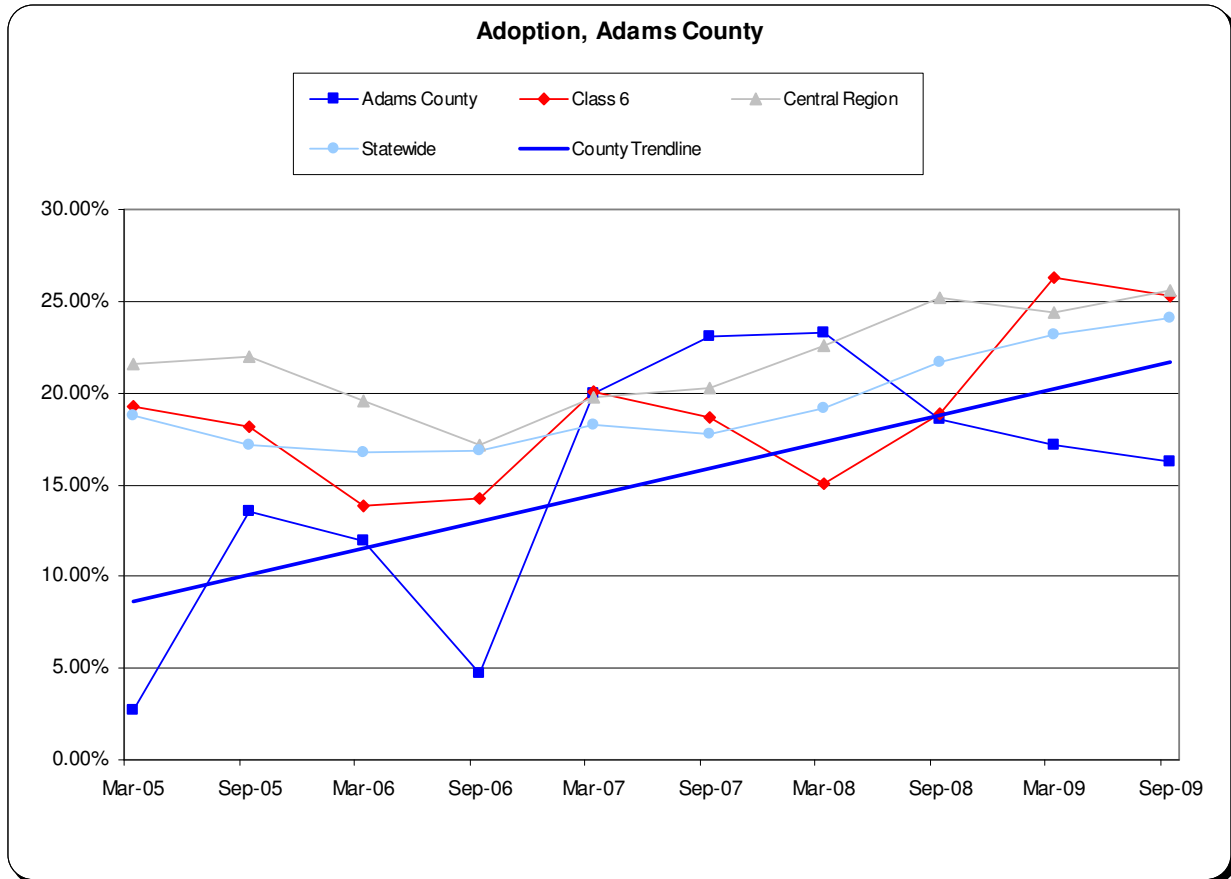
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- ❑ Are there certain populations which are disproportionately represented in this measure? What actions is the county taking to address that population's needs?

Certain populations are still disproportionately reflected because our census data is still incorrect, as it is based on the 2000 Census Data. . It appears that the disproportionately appears high, although the census numbers are off. This should be corrected in the 2010 Census, as there were more Latino families reporting in this Census.

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5-1c. Adoption Rate, 17 Months (See HZA Data Package)



- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

The Agency's performance regarding adoption remains on an upward path. This is due to:

- Case staffing from prior to the time the child comes into placement, identifying an adoptive resource as the first placement if kin is unavailable.
- Closer supervisory oversight and attention to timeliness for permanency
- The use of family trees and Accurant with families to identify extended family, laying the groundwork for the Family Finding process.
- Agency and judicial practice of observing ASFA
- Utilization of SWAN services

- ❑ Do current policies of the agency or courts serve affect the timeliness of adoptions? Do the delays tend to occur between removal and TPR, between TPR and pre-adoptive placement, or between pre-adoptive placement and finalization?

Agency policy follows state and federal regulations regarding timeliness of the adoption process. Delays take place between removal and TPR. There has been improvement in

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children being adjudicated, even with motions from parents' attorneys. The addition of a fourth county judge in January of 2010 has lessened the Juvenile Court Judge's backlog. This now allows for full day TPR hearings. The 3-month status review conference/hearing process started in January of 2009 and is currently used for all children adjudicated dependent, whether in placement or for excessive truancy. The President Judge who is also the Juvenile Court Judge for both dependency and delinquent proceedings, no longer hears Criminal Court matters. His attention is focused on Juvenile Court and related Orphan's Court proceedings. He is also an active member of the Children's Leadership Roundtable 6 and co-chairs the Statewide Truancy Task Force. The agency solicitor is active in both the local and leadership roundtables and the Children's Attorney is active in the local roundtable and attends solicitor meetings at PCYA. He will also attend the upcoming Leadership Summit when GAL matters are discussed.

The opportunity to have a Paralegal through SWAN, supervised by LSI, has a tremendous impact on working toward permanency and adoption, specifically at an increased rate. There are no words to express how satisfied we are with our paralegal. She is a great asset to working toward permanency, whether it is reunification, kinship care, SPLC, or adoption.

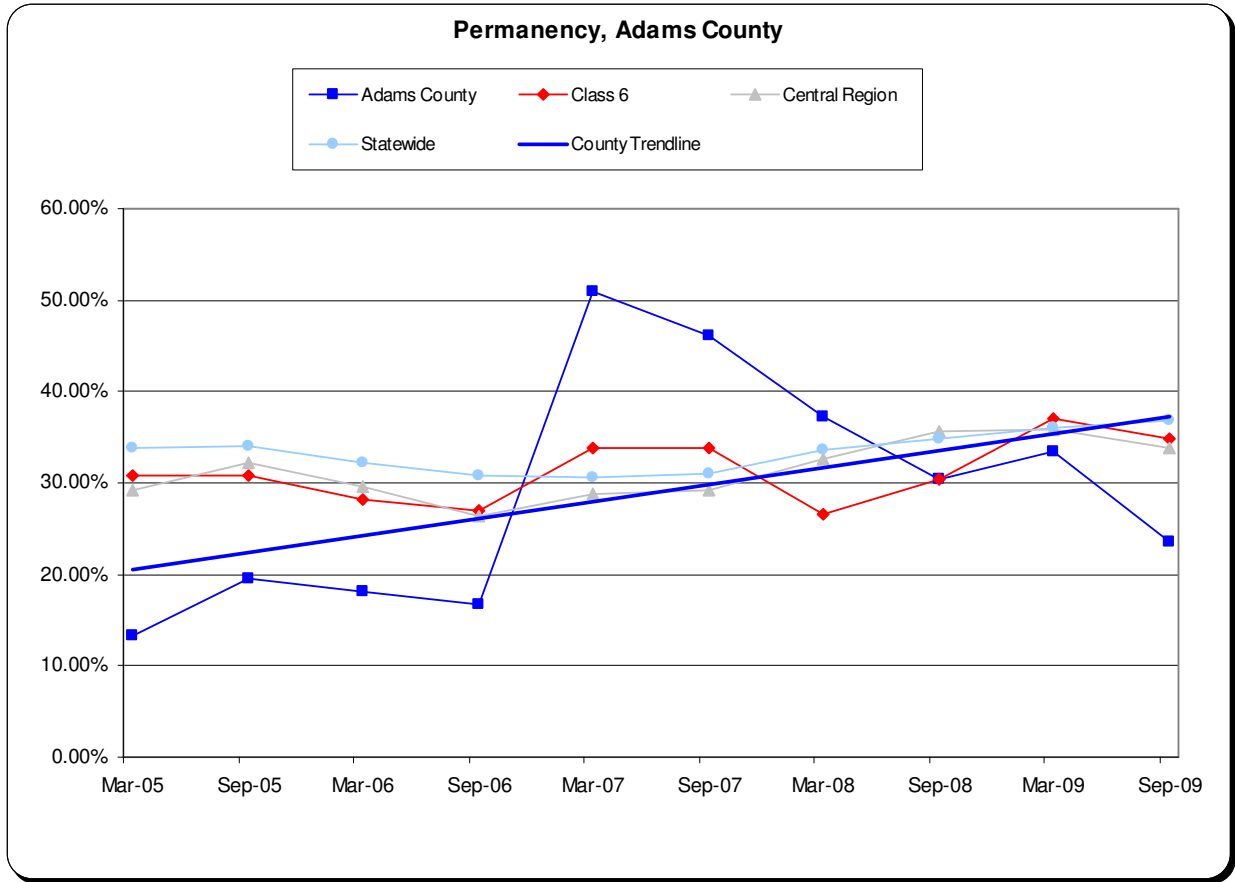
The continued use of pre-placement staffings works to make recommendations for placement in pre-adoptive homes. This practice also allows the agency to improve efforts in working with the family and helps to better match families with resource families so that connections are maintained and barriers toward either reunification or TPR are not about personalities, but about behaviors. The agency is now more aware of the bottom line being safety and permanency for children. This means fewer changes of placement settings and when a change is considered, that too is discussed among staff. Many meetings have been held, specifically to discuss the movement of a child from the home and to give feedback on how to prevent that removal.

- ❑ Which group of children represent the largest proportion/share of children for whom performance is below the national standard? What actions is the county taking to address that population's needs?

The trend remains in the area of children not finding permanency because of significant alleged mental health and/or behavioral concerns, the most prevalent being Reactive Attachment Disorder (RAD). These children are harder to maintain in traditional foster and even kinship care, when their behaviors escalate. Locally, there is no provider of RAD treatment to assist within the Resource home or the adoptive home. However, in collaboration with the ICSP team, training on this disorder will be brought to the county within the next year. Also, Judge Kuhn, after attending the SWAN conference is well aware of RAD and the effects the child welfare system has on children in our care.

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5-1d. Permanency, 24 Months (See HZA Data Package)



- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Adams County maintains an upward trend in achieving permanency for those children in care longer than 24 months. There was a spike from September of 2006 to March of 2008. This was due to supervisory staffing changes in the Family Support Units where new supervisors support and promote finding permanency and family connections for children in placement in a timely manner. The change in practice became evident upon workers leaving the agency who were just maintaining the "status quo" for children in placement.

- ❑ Which group of children represents the largest proportion/share of children in care more than 24 months? What are the most frequent permanency goals for these children? What are the most frequent actual discharge destinations for these children?

The agency finds the largest number of children in care more than 24 months still have significant behavioral and mental health issues. The one that comes to the forefront in Adams County youth is Reactive Attachment Disorder (RAD). This also plays into multiple moves between resource family homes, as only a small portion of those families are trained on or have sufficient knowledge about this disorder to adequately care for these children.

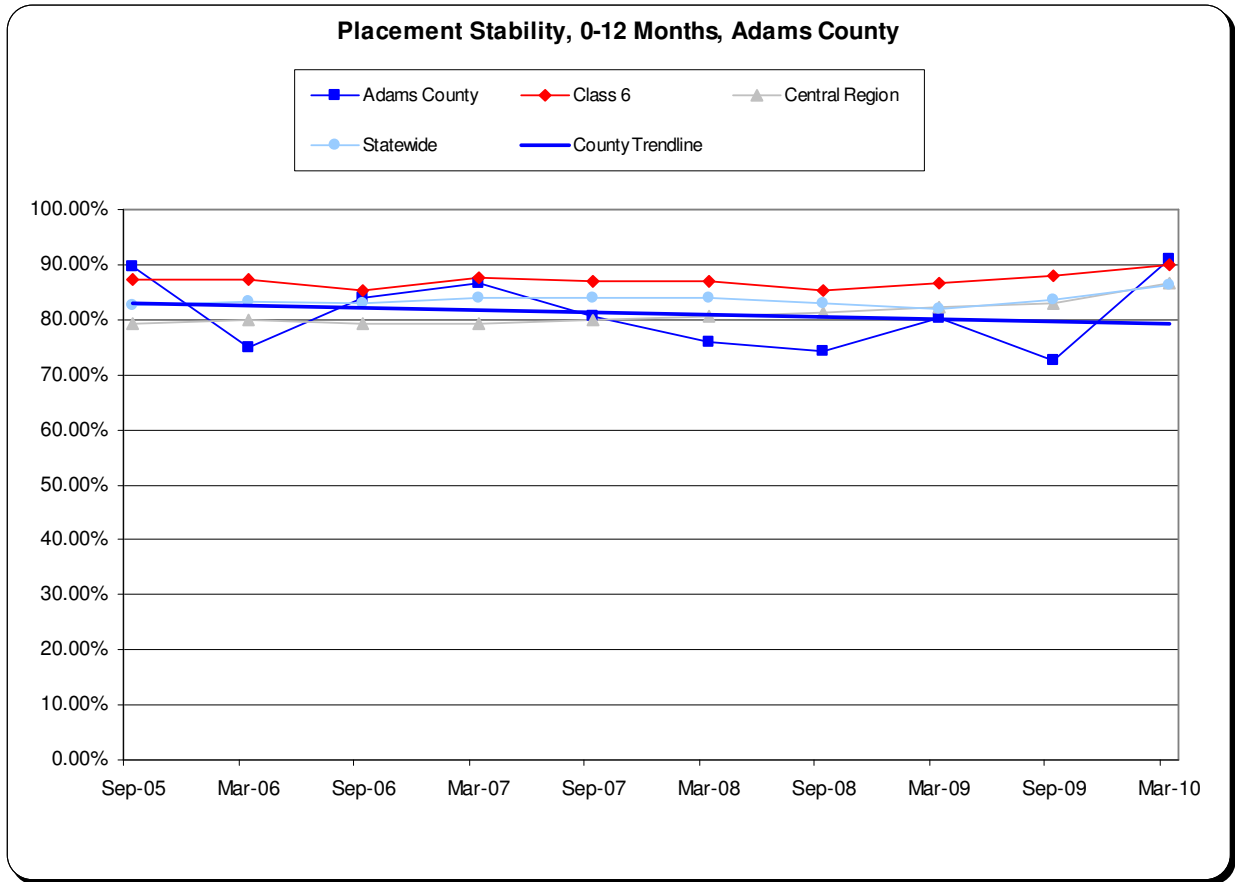
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- ❑ What steps is the county taking to achieve permanency for these children?
 - Best fit with pre-adoptive home or resource family home; it is the children who interview the families.
 - Case staffing from the time prior to when the child comes into placement
 - Utilize *Hope for Kids* in Centre County for children with RAD

- ❑ What are the barriers to achieving permanency?
 - Lack of trained Resource Families who work well with children with more severe behavioral and mental health concerns. Most resource families want “babies.”
 - Lack of training for Kinship providers, as families get frustrated when the behaviors do not change upon the relative placement and want the children “out”
 - Lengthiness of the Interstate Compact process, at least 6 months or longer
 - Court process, especially when parents have attorneys who continue hearings, from adjudication through to terminations.
 - DPW regulations perceived as “recommendations” by the legal community and don’t carry as much weight as the Juvenile Act and Child Protective Service Law (CPSL), and/or ASFA. *Bulletin, Special Transmittals and Policy Clarifications* are not recognized by attorneys, nor should they be, as *law*. OCYF bulletins, while being best practice, are not legislation, therefore having little pull with attorneys or the Court.

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5-2a. Placement Stability, Less than 12 Months (CF SR Measure 4.1)
(See HZA Data Package)



- ❑ Is the county’s performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Overall placement stability rates (0-12 months) show an almost static trend from September of 2005 to March of 2010. Adams County’s rate has shown an upward trend since September of 2009, as the agency is now front loading services to families at the intake level and prior to, offering MST and FFT to those families with the “ungovernable” or truant child. The agency typically placed “ungovernable” children, at the request/demand of the parent in the past. The practice of acquiescing to those demands no longer occurs at ACCYS, as the agency found that the children’s behaviors leading to placement also manifested in the foster home with the foster family then requesting removal. The use of FFT and MST, and Pressley Ridge for these “ungovernable” families will assist in reducing this inappropriate practice.

- ❑ How does the county’s data compare to other counties of the same size? To the statewide data?

Adams County achieves placement stability for children in care less than one year at a rate that is comparable to class, region and statewide rates. Although performance on this measure lagged behind during the reporting period ending September 30, 2009 for groups outside of the

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County, in the period ending March 31, 2010, the County surpassed the class, region and state, coming in at almost 91%.

- ❑ If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? NA
- ❑ What actions are the county taking to improve its performance? Recognizing that we always need improvement, the agency strives to do the following:
 - Assess the *best fit* with pre-adoptive home or resource family home
 - Staffing of cases from the time prior to the child coming into care
 - Utilize *Hope for Kids* when placing children diagnosed with Attachment Disorders
 - Reach out through the ICSP to MH-MR to assist with appropriate placements
- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down – the first, second, or third year?

The breakdown varies on a child-by-child case basis. Resource Parents with unrealistic expectations of how children act/react upon removal from their home of origin contribute to the breakdown, as they are the ones who are requesting or demanding the child's removal. Also, with older youth, overly strict rules tend to contribute to changes in placements and leaving care prematurely, at the demands of the youth. Children who are in care longer (whose behaviors change normally), but, for some reason foster parents do not understand those changes, are probably the most likely to move from placement to placement.

- ❑ What is the county doing differently than the class, region, or rest of the state?

Historically, ACCYS has done voluntary, 30-day or less, placements to alleviate a volatile situation and get services into the home. This is not common practice in other counties, regionally or statewide. While this could now occur with younger children, this rarely occurs in any case since the family is offered FFT and/or MST for older children. Families are also offered FGDM. The practice to voluntarily place a child "to teach him a lesson" is one of the past and not tolerated.

- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal as it relates to placement stability.

When placing sibling groups, the agency attempts to place the children in the same foster placement. Depending on the number of children and their known behaviors, this is not always possible. The agency has had great success when children are in resource homes in close proximity to each other or now that the children are to remain in the same school setting, allowing for sibling contact and visitation. It is a general philosophy of the agency that children do better when close to their kin, school, and community (unless in cases of serious abuse). Actions taken in the first 24-72 hours can significantly change the direction of a child's life. It is so important to find family immediately and to work hard in finding the right family as soon as possible, hopefully a pre-adoptive culturally similar home, when family is not found. The father should be found within the first 24 hours. "He's no longer around" or "I don't know where he is" are wrong answers and should direct the caseworker immediately in the direction of an Accurint search or a call to domestic relations.

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- How often does the child's first placement become the placement in which the child remains while in care?

ACCYS finds that when placing children ages 10 and younger, the initial placement many times becomes the home they remain in while in care. Should a child return home and subsequently come back into placement, it is the practice of ACCYS to look to the original foster placement first, when kin are not available. This maintains consistency for the child.

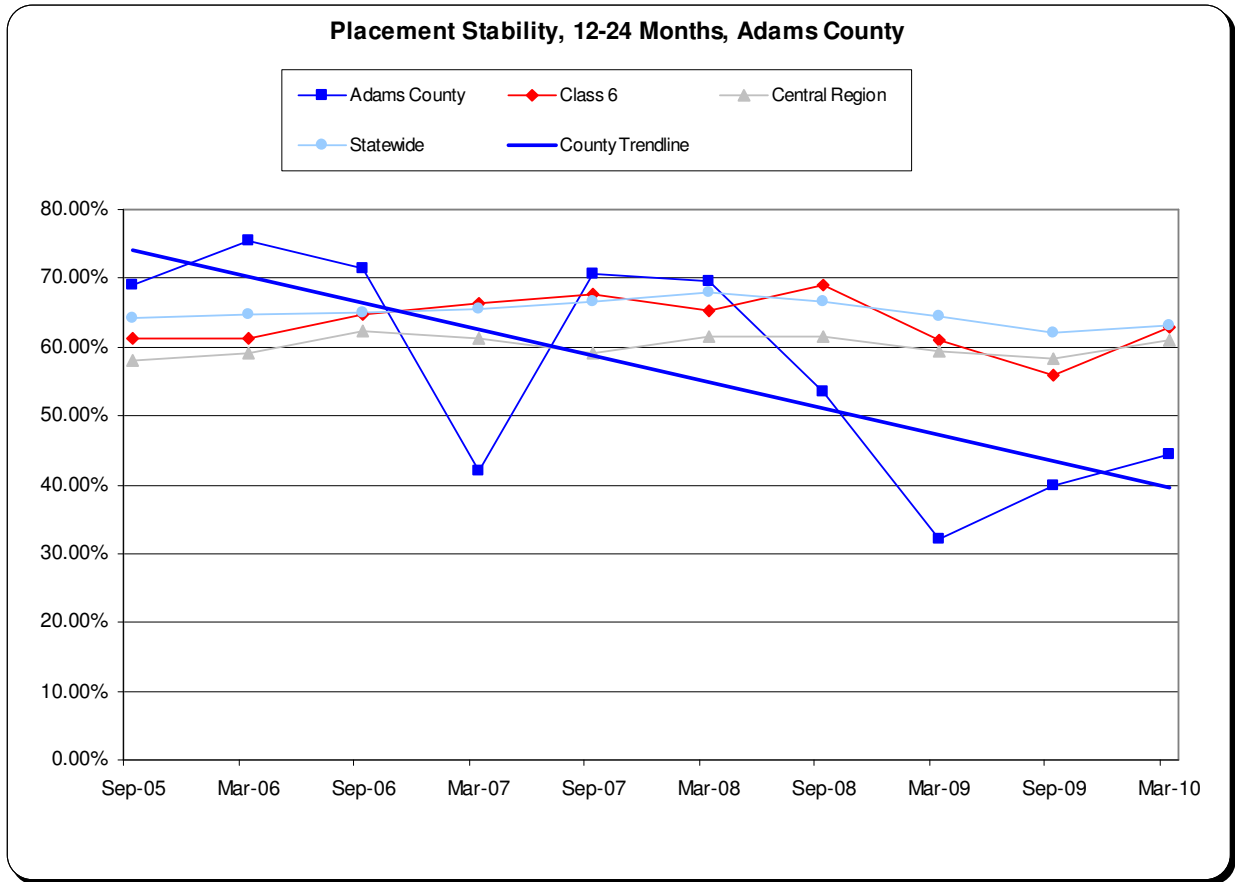
What steps is the county taking to increase that proportion?

Agency staffings

- Family Finding
- Placement with family or friends
- Placement in a pre-adoptive home or one willing to provide permanent connections for the child.

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5-2b. Placement Stability, 12 to 24 Months (CFSR Measure 4.2)
 (See HZA Data Package)



- Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

While the rate of placement stability for this population is still trending down, the last 2 reporting periods depict an upward improvement for this population.

- How does the county's data compare to other counties of the same size? To the statewide data?

The county (placement stability 12-24) is lower than comparable class, the region and state.

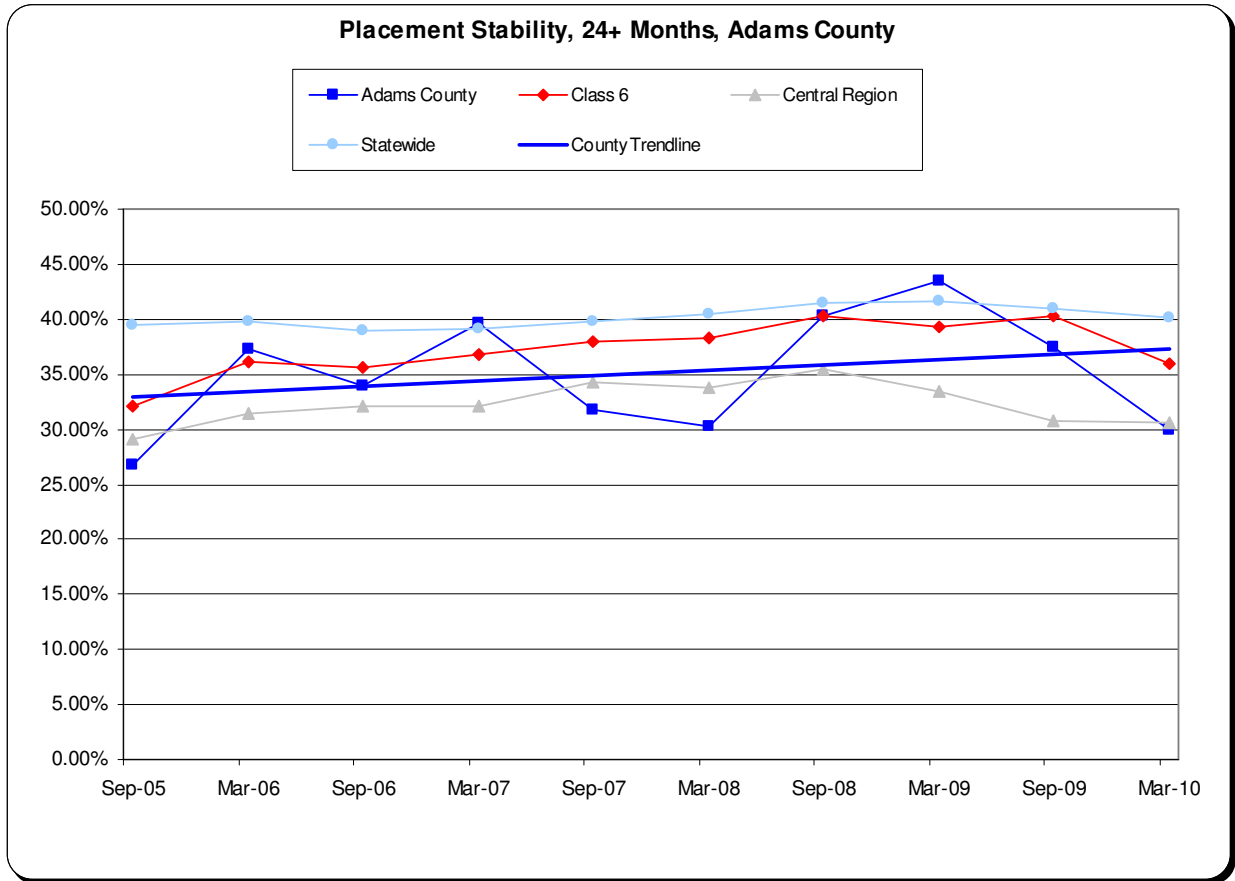
- If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance? See 5-2a, from the third bullet on for further explanation.
- When compared to class and state performance on each of the measures, at what point does placement stability tend to break down— the first, second, or third year? What is the county doing differently than the class, region, or rest of the state? See 5-2a, from the third bullet on for further explanation.

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- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion? See 5-2a, from the third bullet on for further explanation.

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5-2c. Placement Stability, More than 24 Months (CFSR Measure 4.3)
 (See HZA Data Package)



- Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Rates of placement stability for children in care for 24 months or longer are still trending upwards over the five-year reporting period.

- How does the county's data compare to other counties of the same size? To the statewide data?

The county still lags behind state averages, although showing slight improvement, there is a decrease in the last 2 reporting periods making it comparable with class size and regional placement stability rates during the period ending March 31, 2010.

- If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance?

See 5-2a, from the third bullet on for further explanation.

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- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

See 5-2a, from the third bullet on for further explanation.

- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the effect on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion?

See 5-2a, from the third bullet on for further explanation.

➤ 5-3a. Prevention Services

- ❑ Briefly describe prevention programs, including services to be provided and what will be prevented (i.e., child abuse, child neglect, truancy, delinquency).
 - Adams County Children's Advocacy Center – Child Abuse & Neglect through Non-offending Parent Support Group (NOPE)
 - PEACE – Child Abuse & Neglect, Truancy, Delinquency prevention through Parenting Programs
 - MST – Truancy and Delinquency prevention through in-home services to support the child and family and prevent placement
 - FFT - Truancy and Delinquency prevention through in-home services to support the child and family and prevent placement
 - Family Group Decision Making – Child Abuse & Neglect, Truancy, Delinquency through family engagement via use of the Family Group Decision Making process
 - JUMP to prevent re-offending and provide behavioral health services
 - Collaborating for Youth (CFY) – Implements countywide youth activities, conducts the Pennsylvania Youth Survey (PAYS) in all school districts in grades 6, 8, 10 and 12
 - Nurse-Family Partnership – to be established in Adams County in 2010/2011 through Family First Health – Child Abuse & Neglect

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➤ 5-3b. Previously Introduced Outcomes

- ❑ For each outcome introduced by the county in past budgets, describe the activities, programs, or services implemented in order to achieve the outcome and results.

Children are first and foremost, protected from abuse and neglect.

Children are safely maintained in their homes whenever possible and appropriate.

- Agency staffings from on-set
- Children's Advocacy Center (CAC)
- Functional Family Therapy
- Family Group Decision Making
- In-home service providers/ Pressley Ridge
- Integrated Case Management System
- Multi-systemic Therapy (older and/or truant youth to prevent removal)
- Safety and Risk Assessment tools
- Weekly visits for High risk children

Continuity of family relationships and connections is preserved for children.

- Agency Resource homes – located in-county
- Community mentoring programs
- Family Finding/Accurint/Diligent Searches for Family
- Family Group Decision Making –Youth Transition/Permanent Connection Conferences
- Integrated Case Management System (Visit Tracking)
- Maintain children in their current educational placement
- Relative Placement/Kinship Care
- Visits between siblings, even after permanency is achieved

Families have enhanced capacity to provide for their children's needs.

Children receive appropriate services to meet their educational needs.

Children receive adequate services to meet their physical and mental health needs.

- CAC
- CASSP
- Family First Clinic – low/no income families
- Dental Clinic – through HeadStart
- Family Group Decision Making
- Family/Individual Counseling/Therapy
- Functional Family Therapy (FFT)
- In-home service providers
- Integrated Case Management System
- Mentoring programs
 - Big Brothers/Sisters
 - Center for Youth & Community Development – IMPRINT program
 - El Centro-The Center – PATHS program
- Multi-Systemic Therapy (MST)
- Nurse Family Partnership (to be implemented in Adams County...2010 through Family First)

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- ❑ Describe whether the county will continue its efforts to improve outcomes, or if the county has analyzed needs and chosen to address different outcomes.

ACCYS continues to focus on the above listed outcomes, as improvement continues to be needed in these areas.

- ❑ Discuss whether the outcome has been achieved, and reasons for that status. Provide specifics on the activities, programs, or services that affect the targeted outcome (county provided and/or purchased).

Certainly the agency will continue to seek improvement in these outcomes. There is always room for improvement. ACCYS doesn't subscribe to the theory that an agency has achieved success in all areas and outcome measures.

- ❑ For continuing or newly targeted outcomes for FY 2011-12:

- ❑ Identify specific activities [planned] and services to improve the outcomes.

Continued use of JUMP, FFT, MST and FGDM to assist in working with "ungovernable" youth and truants.

Continued participation in NGA and PPI as a Phase 2 County.

- ❑ Provide timeframes for measured improvement.

FFT commenced in March of 2010 and assisted in maintaining the population labeled "ungovernable" and truant youth in their homes. It is the agency's expectation that these results improve or at the very least, remain stable.

- ❑ Describe the process for data collection/measurement.

The agency hopes to secure better data collection for all of the initiatives set forth by the Department and AOPC, at the direction of ACF. The agency hopes to be approved for a Program Specialist who will oversee the many initiatives, including CPCMS and data collection to ensure the agency meets its outcomes, as do the providers.

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5-4a. Family Engagement in Case Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

The agency is promoting Family Case Conferencing through the Integrated Children's Services Plan to aid in Shared Case Responsibility and to bring the family to one table in working with multiple systems for the safety and well being of the child. Family engagement through best practice, such as Family Group and Family Finding continue to be a priority. It is standard practice in Adams County for the worker to complete the Family Plan in the home with the family. The recognition of the Fatherhood Initiative by the Children's Roundtable and the agency's support of Paternity Tracking, as well as the recruitment of Kinship Families supports family engagement. The agency also utilizes CASSP.

5-4b. Youth Involvement in Case Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

The independent living youth and youth who have aged out are active in regional and state advisory boards. Their feedback is important to hear when discussing program implementation. Collaborating for Youth (CFY) has regular surveys of children/youth through PAYS. The Children's Roundtable at times has Youth at the table. Youth have attended staff meetings and talked about being in placement and how they felt they weren't heard.

5-4c. Transition Planning & Preparation

- ACCYS is finalizing a protocol to improve practice in this area. The protocol includes working on collaboration between the agency Caseworkers and Independent Living (IL) staff to ensure that all parties involved with the youth are working toward the same goals with the youth in regard to permanency and transition planning. The protocol requires that the workers meet with youth 16 and older at least every 6 months to complete the Transition Assessment and update their CPPR and IL Plan. It also requires a team meeting to facilitate the completion of the transition plan 90 days prior to the youth's 18th birthday or planning discharge date. This protocol has allowed an opportunity for IL staff to meet regularly with Caseworkers from each Family Support Unit to discuss the implementation of this protocol and to discuss issues that face older youth in out-of-home placements.

JPO's Response: During residential placement, the permanency plan is identified at the beginning of placement so that all efforts can be directed towards that goal. While this is ideal, there are instances where the permanency plan will have to be altered due to changes in family dynamics or the child's wishes. Preparation for transition start with court approved home passes to the release resource, often starting with day passes and progressing towards entire weekend passes. In some cases, where feasible, these passes will be the duration of the week with the child returning to the facility on the weekend to process events that occurred during the week. These passes are two-fold in nature, in that they allow the child to interact with the identified release resource as well as provide the child with the opportunity to utilize their treatment in a practical, real world setting. Referrals are made to community-based services (e.g. D&A, MH/MR) while the child is in the residential setting. Services are started during the above mentioned home passes so that a gradual transition can be made into these services and the exchange of information can flow more freely.

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Both the child and the identified release resource are provided with a rough time estimate of when the child is expected to be transitioned primarily so that the child does not focus on his/her treatment rather than a release date. This release date will fluctuate with the child's progress in treatment as well as the release resource's involvement in that treatment. Parents/Guardians are strongly encouraged to participate in the child's treatment and at times are mandated to do so in order for the child to be released to them. All parties have input on the transitional plan for the child and thus should be familiar with the child's treatment. Monthly contacts are made by the Juvenile Probation Department with the child at the residential facility to monitor their progress. This information is then shared with the parent/guardian to gain feedback, as well as exchange questions, comments, and complaints.

5-4d. Implementation of Concurrent Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

Concurrent planning is discussed at agency staffings, in supervisory case conferences, during permanency review hearings and ultimately in the child's permanency and family service plans. Formal Concurrent Planning Meetings are to occur every other week prior to the Assistant Administrator meeting with the unit Supervisors. These have not been held for some time, due to staff turnover. It was, in the past, a standing meeting with cases to be reviewed assigned and a form was completed to document that a Concurrent Planning meeting had occurred and the recommendations that were brought forth from that meeting. Concurrent goals are listed on the agency staffing form and placed in the child's file. Concurrent goals are also discussed with the family during the CPP development and review and submitted to the court in the court reports. Staffings on placements continue so that children are not just "out there" without realistic and achievable plans.

Section 6: Administration

6-1b. Employee Benefit Detail

- Submit a detailed description of the county's employee benefit package for FY 2010-11. Include a description of each benefit included in the package and the methodology for calculating benefit costs.

The County's benefit package includes health insurance (including major medical, hospitalization, prescription, dental and eye coverage), Life insurance, accidental death benefit, retirement pension, social security, unemployment compensation and worker's compensation. Calculations are as follows as of January 1, 2010:

The first medical plan is with a \$250/500 deductible

The County pays per month:

\$446.21 for individual

\$869.80 for parent and child

\$961.08 for parent and children

\$962.56 for husband and wife

\$1048.75 for family

The second medical plan is with a \$1000/\$2000 deductible

The County pays per month:

\$426.26 for individual

\$767.22 for parent and child

\$846.99 for parent and children

\$877.63 for husband and wife

\$955.50 for family

The Medical Plans include: Capital Blue Cross – PPO, NVA Vision Plan (through CCBH), Express Scripts Prescription Plan, and Delta Dental Plan

Life Insurance: the County pays \$1.58 per month

Retirement: the County's retirement rate for the first quarter of 2010 is 7.353807%%

The rate per quarter is calculated by dividing the County cash retirement contribution during the present quarter/actual salaries for covered employees during the previous quarter.

Social Security: the rate is 7.65% of the employee's earnings

Unemployment Compensation: based on the first \$8000.00 of pay and is 2.07% of pay per employee

Worker's Compensation: the rate is .94% for direct service staff per \$100.00 of earnings and .51% per \$100.00 of earnings for Administrative staff

COUNTY OF ADAMS

6-1c. Organizational Changes

- Note any changes to the county's organizational chart.
There has been the addition of a Social Service Aide to the IL unit.
There are currently two CW vacancies.
Other than personnel changes within the chart, there are no work related changes

For 11/12,

Additions requested will be a Program Specialist devoted to initiatives and data collection, entry and analysis, 2 caseworkers to cover the increase of truanancies to the caseload. One promotion of a Clerical Supervisor to a Supervisor 2 position, and one promotion of a Clerk Typist to a Clerical Supervisor.

6-1d. Staff Evaluations

- Describe the method for evaluating staff effectiveness.
The agency has Performance evaluations sometimes at 3 months, definitely at the probationary 6 month period and annually. When a position is changed, there is a evaluation related to the new job title.

The County of Adams has recently developed and is implementing a standard evaluation system based on job description and goals. Initially there is a 3 and 6 month evaluation, after which there is a yearly evaluation based on date of hire. This evaluation process is working toward a merit pay for performance and should eliminate evaluator bias. This method of evaluation will become effective October 1, 2010. Training for directors is occurring now and for other employees, training will begin in September.

6-1e. Contract Monitoring & Evaluation

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□ Note the employee/unit which oversees county contracts. Describe the evaluation process. The Fiscal Assistant oversees the county contracts under the supervision of the Administrator. The Fiscal Assistant has attended all training related to contracting and is vigilant in watching the State website and communicating with other contracting personnel from other counties. The FI checks and re-checks information given by the provider and her day usually is concentrating totally on contracting. While she is needed in other areas of the fiscal department, her work is quite extensive and time consuming. She communicates frequently with the state and the regional group leader to ensure compliance to OCYF regulations and directions.

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6-1f. Largest Providers Contract Review

Review the Schedule of Existing Purchased Services and identify the four largest providers (regardless of whether it is a CCYA or JPO provider) as follows:

- Two largest providers of In-Home Services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
1: Pressley Ridge, Inc.	141 E. Market Street York, PA 17401 717-845-6624 Extension 21605	Irene Burrill Director, In-home Services York and Adams	All services: IFS, Sup. visitation CYS and JPO 51	\$220,325
2: PEACE (Hempfield Behavioral Health)	353 Buford Avenue Gettysburg, PA 17325 1-866-829-1154 Extension 115	Linda Moulder Executive Director	2251	\$189,353

- Largest provider of Community Based Placement services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
1: NHS	4391 Sturbridge Dr. Harrisburg, PA 17102 717-441-9554	Steve Petrucci TFC/FCP Customer Relations Specialist	24	\$276,116

- The largest provider of Institutional Placement services (excluding Youth Development Center and Juvenile Detention Center placements) . Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
1: NHS	4391 Sturbridge Dr. Harrisburg, PA 17110 717-441-9554		2	\$179,311

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- Briefly summarize the services provided by these entities, the expected outcomes of those services, and how provider performance is monitored.

Pressley Ridge In-home Services and Supervised Visitation Program

The purpose of the In-Home Services is to advocate for the positive values in family life, to assist in the development of productive family relationships, and to promote healthy individual development and satisfactory social functioning of all family members. The basic core belief here is that children should remain in their homes when safely possible and that every family is different and unique. The Adams County Supervised Visitation Program is for children (0-18) who are in out of home placement and under the supervision of ACCYS.

The outcome for In-Home Services is to maintain children in their own home safely. If a child is returning from out of home placement, In-Home Services is used to maintain that child in the home and to prevent the re-entry of the child. One of the Supervised Visitation Program's outcomes is to increase the frequency, duration and quality of visitation for children in out-of-home care. Another outcome is to facilitate quicker reunification of children with their natural families and/or to hasten decisions regarding a permanency plan for these children. Outcomes for In-Home Services are gauged by whether the child remains in the home. The Outcome for Supervised Visitation is measured through the assessment of how long it took to reunify and whether the child remained in that home.

At least monthly meetings by agency staff are held with the Pressley Ridge Teams regarding a family's progress. Progress reports are also provided.

PEACE

PEACE

Promoting Education>Action>Change>Empowerment
(A Program of Hempfield Behavioral Health)

SERVICES FOR CHILD SEXUAL ABUSE VICTIMS AND THEIR FAMILIES

BEST FRIENDS CLUB

Child victims of sexual abuse (ages 7-11) meet weekly. Children learn through fun, non-threatening activities to resolve problem feelings & behaviors that have resulted from their abuse and lessons to build self esteem. (Meets weekly year-round) Outcomes- Group Facilitator weekly evaluation

GIRLS TEEN PROGRAM

Young women 12 to 17 survivors of sexual abuse meet to share feelings, ideas & activities. They support & encourage one another as they learn to cope with their abuse, build self-esteem & feel safe. (Meets weekly year-round) Outcomes- Group Facilitator weekly evaluation.

N.O.P.E.

Curriculum for the Non-Offending Parent to help them: understand normal parental reactions to disclosures, the importance of safety planning, treatment for themselves, working effectively with agencies, the child's recovery and prevention of further abuse.

Provided in collaboration with the Children's Advocacy Center. Outcomes- Group Facilitator weekly evaluation and consumer survey.

PROGRAMS FOR YOUTH

PLANTING FRIENDSHIPS

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Provide positive social & self-esteem building activities for ages 8 – 10. Child learns to feel more confident, how to make new friends and get along with other, how to like themselves more and discover special skills and talents. Field trips and arts & crafts. Meets Tuesdays, 4:00-5:30pm, weekly, year-round. Outcomes evaluated using the FAB-C: Feelings, Attitudes and Behaviors Scale.

HARVESTING FRIENDSHIPS

Youth ages 11 – 13. Meet weekly, year-round, to share friendship, learn more about their self and others through discussions, life skills curriculum, art, and special trips. Explore how they feel about the world they live in. Receive extra attention and support to be successful at making friends and making positive decisions. Meets Wednesdays 4:00-5:30 pm, weekly. year-round. Outcomes evaluated using the FAB-C: Feelings, Attitudes and Behaviors Scale.

THE BREAK

Positive adult male role modeling, emotional support, fieldtrips and activities to build self-esteem, life skills curriculum, promote better relationships with peers, and learn new skills. For boys 13 – 17 years of age. Meets Mondays 4:00-5:30pm. weekly, year-round. Outcomes evaluated using the Connors-Wells” Adolescent Self Report Scale

NURTURING YOUTH

Youth ages 6-12. Meet while their parents are in the parenting classes in collaboration with Adams County School Districts. This is a model program helping children manage their behavior, improving self-esteem and making healthy choices. Outcomes evaluated using the FAB-C: Feelings, Attitudes and Behaviors Scale

PROGRAMS FOR PARENTS

BIRTH TO FOUR

Assist the expecting or new parent of a young child to understand the child’s physical, mental and emotional needs. Parents learn how to respond to the challenges of meeting their child’s needs, while handling common difficulties such as crying, temper tantrums, and problems with eating and bedtime. An eight week program, meets Tuesday nights, 6:30 – 8:30 pm. Outcomes evaluated using the Adult-Adolescent Parenting Inventory Pre/Post.

PARENTS WHO CARE

A program for parents of teens and preteens. Parenting a teen in today’s world is a tough job. Join other parents in learning how to set family policies, build closer bonds, and protect your child from the risks of violence, delinquency, and substance abuse. A six-week program meets on Mondays, 6:30 to 8:30 pm. Outcomes evaluated using the Adult-Adolescent Parenting Inventory Pre/Post.

PARENTING PLUS

A ongoing weekly support group for the parent who wants to share parenting skills and successes. Opportunities for discussions with other parents, encouragement to be the best parent they can be by taking care of themselves as well as their child. Meets every Tuesday from 6:30 – 8:30 pm for parents of kids all ages. Outcomes evaluated using PEACE Participant Surveys.

NURTURING

This model program focuses on appropriate developmental expectations, behavioral encouragement techniques, increasing self-awareness and empathy for 6-12 year olds. It meets

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in collaboration with school districts in Adams County. Outcomes are evaluated using the Adult-Adolescent Parenting Inventory Pre/Post.

PARENTING PLUS (Work Release and County Prison)

This is an ongoing weekly support group for the parent who wants to share parenting skills and successes. Opportunities for discussions with other parents, encouragement to be the best parent they can be by taking care of themselves as well as their child. Focus is on communication in prison and when returning to the family. Outcomes evaluated using PEACE Participant Surveys

PEACE services are confidential and free Child Care and Transportation are available on a first come and need basis. Office hours are Monday-Thursday 1:00- 6:00 p.m.
For more information or register call toll free 1-866-829-1154 ext 115 or 403
PEACE is a program administered by Hempfield Behavioral Health

Northwestern Human Services: Community Based

Therapeutic Family Care

This program is designed to provide a unique treatment environment for children between the ages of 3 and 19. The children in need of this level of care are typically referred by Children and Youth, Mental Health/Mental Retardation or Juvenile Probation agencies. The treatment foster families work collaboratively with the NHS treatment team of professionals to create treatment goals and interventions that are uniquely tailored to meet the child's need and accentuate their strengths. The overall goal of our Therapeutic Family Care program is to provide a pathway to permanency for each child referred into the program. Services include: individual and family therapy, monthly treatment meetings, case management, community supervision, integration of treatment goals within the school and ongoing behavioral healthcare to include medication management. The treatment foster families are supported 24hrs/day, 7 days per week. Support services include planned and unplanned respite, monthly support groups, quality pre-service and ongoing training, generous, tax-free stipend and mileage reimbursement to families.

Foster Care Plus

This program provides structure and supervision for children in need of foster care placement. The foster families receive specialized training and are able to manage children in crisis, those in need of emergency shelter care and youth who are in transition from another treatment setting to include therapeutic family care or residential treatment facilities.

Outcomes for both programs are timely reunification, PLC, or adoption. Reports are supplied monthly. Progress reports are also provided upon request.

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Largest Provider of Institutional Placement services:

Northwestern Academy SET (Safety, Empathy, Treatment) is a program for delinquent males between the ages of 12 to 18 who have been adjudicated delinquent and have exhibited sexually abusive behavior and/or sexual offenses. These offenders also fall within the following criteria:

- Sexual assault with threat of force.
- A pattern of sexually deviant behavior
- Escalation and progression of sexually deviant behavior

The average length of stay is 12 to 24 months and the program utilizes a cognitive behavioral model of relapse prevention.

The juveniles placed from Adams County fall into the above mentioned criteria, and have also been unsuccessfully discharged from less restrictive settings due their ongoing, significant sexual abusive behaviors and mental health needs.

The expected outcomes are for the child to successfully complete their course of treatment within the recommended average length of stay and to successfully transition to a lesser restrictive setting, or home with the necessary supports and services in place, if appropriate. Provider performance is monitored by monthly site visits, as well as regularly scheduled court hearings, where representatives are required to present detailed reports concerning the progress of the child, as well as the therapeutic techniques and services being provided to the child and his family.

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6-3a. Evidence Based Programs

Pertinent Submission Information

This subsection of the Narrative Template is for Special Grant Initiatives (SGI): Evidence-Based Programs (EBP), Pennsylvania Promising Practices (PaPP), Housing and Alternatives to Truancy (ATP) programs. Please review Appendix 9 of the FY 2011-12 NBPB prior to completing this section or the Budget Excel File worksheets.

To ensure proper evaluation of any special grant request, counties must provide brief and sufficient explanations and justifications to the questions in the Narrative Template. Counties are advised to prepare informative responses that offer a clear understanding to help the reviewer recommend approval, rather than a denial or reduction in funds because of missing or unclear information.

Additionally, if a county is requesting a renewal or an expansion of an existing special grant and there was under-utilization and/or under-spending of the grant in FY 2008-09 and/or FY 2009-10, the county must provide detailed explanations as to the cause(s) of the underperformance and must identify measures the county will utilize to prevent the underperformance in both FY 2010-11 as well as FY 2011-12.

If a county is requesting a new grant, it must provide succinct details as to the target population, planned utilization, realistic timeframes for implementing the special grant and outcomes expected to be achieved.

In addition to the Narrative Template, the county must enter SGI fiscal information for each fiscal year in the Budget Excel File. That file will be the primary source for fiscal information. Please ensure fiscal costs in the Narrative Template match the Budget Excel File. Instructions for completing the Excel files are included in Appendix 9 and in the Excel file.

The Special Grants Budget Form for FY 2010-11 requests FY 2008-09 and FY 2009-10 actual expenditures with Needs-Based Fund adjustments and line-item budget information for each SGI in Appendix 9 with the exception of State Reintegration. CCYAs are also required to enter fiscal information in the FY 2011-12 Special Grants Funding Request Form.

Counties are also required to complete the SGI Contact List in the Budget Excel file for all SG and IL programs.

Requests to Transfer/Shift Funds within Evidence-Based Programs and Pa Promising Practices

The following subsections provide counties the opportunity to transfer or shift funds within the EBP and PaPP for FY 2010-11. The requests may not exceed the total allocation of the EBP or PaPP and must include detailed justification for the proposed changes. This opportunity is available only for EBP and PaPP. It is not applicable for Housing, ATP or State Reintegration.

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6-3a. Evidence Based Programs: Multi-Systemic Therapy

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
			X	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	Requested \$90,000, then 100,000 allocated \$126,467	-26,467	\$100,000
FY 2011-12			\$100,000

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response:

- Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?
- *Response:* I originally asked for \$80,000 for 09/10 and then revised to \$100,000 when it looked like we might need it (normally MA covers much of what is invoiced). For 09/10, however, we spent \$88,189.00, underspending \$11,811.00. Toward the beginning of the second quarter it looked like we were getting toward the \$80,000 and an adjustment was made, incorrectly. Because my request for 10/11 FFT was drastically reduced. I would like to request \$26,467 to be applied toward 10/11 FFT evidence based grant. I assume OCYF is aware of this request in that my budget meeting on August 9, 2010 it was clear I would supplement my FFT request with any changes to meet the reduction.

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IV. Discharge Status

Discharge Status	Percentage/Average
Cases closed by mutual agreement (family, MST, referral source)	JPO – 83 % CYS – 81 %
Cases discharged due to lack of engagement with caregiver	JPO – 0 % CYS – 0 %
Cases discharged due to client being placed (target value <12%)	JPO – 16 % (1 youth) CYS – 18 % (3 youth)
Cases removed by administration	JPO – 0 % CYS – 0 %
Cases removed by funding/referral source	JPO – 0 % CYS – 0 %
Cases closed due to client moving out of the service area	JPO – 0 % CYS – 0 %

There should be no impact in 10/11, nor 11/12

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: None

- Describe the county’s expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response: We have always been successful in using what we requested and also not over-requesting. MST does a great job in accessing MA funding.

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: We will keep in touch with the actuals and also CCBH funding. That is what we had attempted to do and then changed our requests toward mid-year when we were contacted by OCYF>

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

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Response: The target population is the same, youth 12-18 with behavioral problems and parent/child conflicts. The focus is to catch and provide treatment for an at risk population before placement outside of the home is necessary.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response: Same as above

- ❑ Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Successful completion of the program, no re-offending

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: Same as above

- ❑ Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: The program has been implemented and running for years. The provider also makes great efforts to ensure that Medical Assistance is billed when youth meet that criteria. The provider makes monthly visits to the departments. There should be no new changes to the program. It is successful for both JPO and CYS

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response: Same

- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.
- ❑ **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

Response:

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The rate per child is \$67.63. The rate includes salaries, benefits, trainings, travel, time, insurances, supplies, the facility, and equipment expenses. Due to vacation time, they factor in 42.6 weeks per year. Four children per therapist are served. Invoices are sent monthly to CYS. Requirements between the provider are for reports and monthly contacts between the agencies.

- **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response: No increase or expansion is requested. Historically, we have come very close to the amount requested. This practice has always been successful in Adams County.

- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: The cost of in-home services vs. placement costs is relevant. Given the target group identified, a more restrictive placement may be necessary if not treated. Shelters are much more expensive per day, as well as CW costs, travel, etc.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: None

FY 2011-12 (for counties requesting funds for the first time)

Response:

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6-3a. Evidence Based Programs: Functional Family Therapy

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
			X	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$121,000 requested, \$50,000 granted	+\$26,467 from MST and \$7,743 from FGDM and \$800.00 from FDC	\$85,010
FY 2011-12			\$150,000

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: Yes. OCYF during a call mid-year allowed us to change our original request of \$100,000 to \$121,000. The rationale for additional money is the same. The program only started in March of 2010, with some startup costs but served a total of 32 families over a 3-4 month period. There have been no placements (only one was already scheduled for hospitalization). Six families have been successfully discharged.

- Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

Response:

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□ Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population				11-18 year olds who are ungovernable and/or truant	same	same
# of Referrals				32	60+	60
# Successfully completing program				6 The others are still in the program	90%	90%
Cost per year				\$121,000	>\$84,210	\$100,000
Per Diem Cost/Program funded amount				\$30.00/quarter hour	same	same
# of MA referrals				CCBH will pick up costs shortly. Waiting approval.	1/2	1/2
# of Non MA referrals				All	1/2	1/2
Name of provider				Adams/Hanover Counseling Services	same	same

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: As a very new program as of March 2010, it may be too early to show the impact of services, although it is significant that 32 families have been seen. FFT will be used as a preventative practice for those youth identified as truant. Six families successfully discharged already is a strength.

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: Limited funding is a barrier.

- Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response: There was no underspending.

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

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Response: NA

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: The target population is youth 11-18 who may or may not be in either CYS or JPO. The intent is to keep those youth out of the systems. Police, District Magistrate's, schools, and self-referrals are the preferred referral sources. Of course, JPO and CYS may refer, but the hope is that the families will be referred prior to entering either or both systems.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification. Describe the provider's capacity to serve additional youth.

Response: Same, however, the increased request is based on inflation and possible addition of another therapist.

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Outcomes will be successful discharge.
Whether or not the family/youth enter either CYS or JPO system
If CYS or JPO youth, re-offenses or continual truancy

To be measured quarterly. Monthly reports on youth or as requested.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: same

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency's experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: FFT was very successful in its three months of implementation. Initially, the therapists had a very great amount of training on the model. Referrals were received in March of 2010 and the program is now up and running and there is a waiting list. The provider is well

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known and respected in the community. Adams/Hanover Counseling Services is in itself a Medical Assistance Provider and FFT is currently being assessed for approval by CCBH.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response: same as above.

- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: This includes start-up costs

Operating expenses: 13,532

Equipment and Fixed Assets: 8480

Personnel: 27,288 (includes training, Pr, Marketing)

Billed Services: 71,700

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response: Given the reputation of the provider, and potential Medical Assistance Funding, even though a fourth therapist (8-12 families) may be added, costs are realistically staying the same. Startup was in 09/10. Less is requested for 10/11 and basically the same for 11/12. A re-evaluation of the 11/12 request can be made in next year's special grant request.

- ❑ For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: If youth with these behavioral issues are placed outside the home, the cost to the state is much greater than the cost of in-home services. The impact of increased use may dramatically affect the truancy rates as well as lower reoffending behaviors.

- ❑ Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: None

FY 2011-12 (for counties requesting funds for the first time)

Response:

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6-3a. Evidence Based Programs: Multidimensional Treatment Foster Care

Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	No			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11			
FY 2011-12			

Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response:

Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

Response:

Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population						
# of Referrals						
# Successfully completing program						
Cost per year						
Per Diem Cost/Program funded amount						
# of MA referrals						

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# of Non MA referrals						
Name of provider						

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response:

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response:

- Describe the county’s expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response:

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response:

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response:

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

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Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response:

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county’s successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response:

- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response:

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

COUNTY OF ADAMS

Response:

FY 2011-12 (for counties requesting funds for the first time)

Response:

COUNTY OF ADAMS

6-3a. Evidence Based Programs: Family Group Decision Making

Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
			X	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	Requested \$160,000 and Allocated \$167,743	- \$7,743 for FFT	\$160,000
FY 2011-12			\$180,000

Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: Yes. We shifted (decreased) because during the budget impasse we no longer contracted with the provider. The allocation for 10/11 is reasonable in that FG is no longer for all of the other departments in the County. CYS and JPO refer cases as well as other categoricals who have children with needs that can be met through FG without entering the CYS or JPO system.

Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

Response: In previous years, the requests were based on all county use. This has changed. FG does not need to operate so extravagantly.

Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population	All	Same	Same	CYS	same	same

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	Adams County Families			children or families or those children who can be prevented from utilizing the systems		
# of Referrals						
# Successfully completing program						
Cost per year						
Per Diem Cost/Program funded amount						
# of MA referrals	NA	NA	NA	NA	NA	NA
# of Non MA referrals						
Name of provider	ITAV	ITAV	ITAV	ITAV and Agape Associates	TBA	TBA

** The Expended amount of the special grant for FGDM It Takes A Village

2008-2009 - \$ 181,135.97

2009-2010 - \$ 41,936.56

The number of Referrals for FGDM

2008-2009 – 68

2009-2010 – 28

The number of FGDM meetings held

2008-2009 – 52

2009-2010 – 19

** This was information sent to Deputy Secretary Richard Gold at his request

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: The program allowed the family to find their own solutions. Challenges to implementation in 09/10 were due to a number of factors: the budget impasse, the need to limit the target population, the need to find another provider for 09/10, etc.

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: There are no barriers now that we are choosing an affordable provider.

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- ❑ Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response: The County has implemented FGDM since 2005. A history of outcomes was sent to OCYF recently when requested.

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: There was under utilization in 09/10 by \$6,630.00. This will not occur with vigilant observation of invoices and a more reasonable request for 10/11 and 11/12.

Complete the following for each applicable year.

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: The target population is Adams County families with children who may improve the life of a child and work toward solutions utilizing FGDM. The overall goal is for families to use this practice before becoming involved with CYS or JPO. This service is a front loaded service whose purpose is to re-direct families to other systems or to their own solutions to concerns they may have regarding their children.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification. Describe the provider's capacity to serve additional youth.

Response: same as above

- ❑ Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Outcomes will be measured by families' evaluations as to whether their goals were met. Also, whether placements were diverted or CYS and JPO involvement not necessary after the meetings.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: same

COUNTY OF ADAMS

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency's experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Currently the Implementation Team has recommended a provider and that recommendation has been approved by CYS Administrator and JPO Supervisor. The recommendation has been forwarded to the Boards of Judges and Commissioners for final approval. When a provider is selected, the agency Administrator will submit the budget. It did need to be revised after the Deputy Secretary has directed counties how services should be invoiced. Depending on the provider named, the implementation may be differ. Medical Assistance enrollment does not apply in this case.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification.

Response: same

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: See Deputy Secretary Gold's letter dated July 28, 2010 for how costs will be assigned for services rendered and how outcomes will be measured.

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response: Based on experience with the practice, it is quite evident that the County has been paying far too much for FG in this County. A more reasonable request has been made due to years of overspending and over requesting.

- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: Cost saving will be realized immediately. Anytime a practice prevents families from needing further services or unnecessary services, cost savings are realized.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

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FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: None

FY 2011-12 (for counties requesting funds for the first time)

Response: None

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6-3a. Evidence Based Programs: Family Development Credentialing

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	Amount requested \$12,000 Amount allocated \$800.00	-\$800.00 For FFT	0
FY 2011-12			0

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: In 09/10, the original request was \$3500.00. Realizing that the money was not going to be spent, we requested a revision (when called by OCYF in January 2010) to \$500.00 for consultation with an FDC instructor to plan for implementation. We spent the total \$500.00 and had requested \$12,000 for 2010-11, realizing the great expense for training at approximately \$600 per person (conservative) x 20 providers (including C&Y staff) = \$12,000.

- Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?
- *Response:* Because it was difficult to understand what FDC was initially, the original request was low. When we finally received consultation about FDC and revised our request to be more in line with realistic FDC costs, we were allocated only \$800.00. Two months prior to receiving this allocation, Adams had been accepted by Fulton and Franklin Counties to join in offering FDC in collaboration with each other to get the best bang for the dollar. Also, Adams had two FDC instructors and one portfolio advisor, as well as room for providing the training. With 3 counties working together, it was reasonable to assume our request of \$12,000 made sense and the practice could be offered to Adams County Service

COUNTY OF ADAMS

Providers. With the mere allocation of \$800.00, it is unlikely that FDC will be rolled out in Adams, even though it is a required practice for Phase 2 counties of the PPI. It is my understanding that Franklin County’s request was also reduced significantly. After discussion on a conference call with OCYF, on August 9, 2010, about another reduced allocation on a very important evidence based grant (FFT), it was not a request worth pursuing. It was clear that the state was being pressed to make cuts, and I agree that this was not a fight worth fighting. There were more pressing needs than FDC.

- Complete the following table for each applicable year.**

	0607	0708	0809	0910	1011	1112
Target Population	NA	NA	NA	NA	NA	NA
# of Referrals						
# Successfully completing program						
Cost per year						
Per Diem Cost/Program funded amount						
# of MA referrals						
# of Non MA referrals						
Name of provider						

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: The only accomplishment for consultation services for 09/10 was that the Juvenile Court Judge and Administrator had a better understanding of the importance of FDC as a practice in the community. We also became aware of how costly the program was and how it was difficult to get providers to attend training because of the number of hours it takes to become credentialed. We offered it to all of our service providers when the AOPC allowed us to send 3 people from the county for free training, and no one was interested, or could take the time to attend. It is understood that many of our providers are Medical Assistance reimbursed and they can not achieve their billable hours when away at training. Because \$800.00 is insufficient to train providers in FDC, this allocation may better be spent toward another evidence based practice where more money is needed to achieve outcomes already realized.

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: The barrier is not enough money to roll out the training.

- Describe the county’s expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

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Response: We revised our original request knowing that the amount we had originally requested (\$3500.00) was unrealistic to achieve any outcomes. I revised to \$500.00 for the county to better understand what FDC is and found an Instructor who was able to explain it to us. If you notice last years narrative, I was quite clear that FDC costs were not adequately explained nor was FDC in general. When I better understood the costs associated with FDC and revised my request to \$12,000 (which is also conservative), I was only allocated \$800,00. I would rather use that \$800.00 toward FFT where my request was reduced as well.

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: When I knew I was going to underspend in January, I revised (reduced) my request.

Complete the following for each applicable year.

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: As I said, my request for \$12,000 was to train 20 providers at \$600.00. Since \$800.00 will not allow for any training (perhaps of one person), I choose to withdraw my request and spend it elsewhere.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response: I am requesting nothing for 11/12. I am hoping AOPC or OCYF will assume the cost since it is considered a requirement for PPI and considered best practice that all counties could benefit from. Because it is costly, however, and the outcomes related to FDC are not clear, I would prefer to withdraw and hope that some day the State will assume total payment for this practice.

- ❑ Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests) NA. I prefer to transfer the allocation toward FFT.

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

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Response:

- ❑ Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency's experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification.

Response: NA

- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response: NA

- ❑ For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: NA

- ❑ Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

FY 2011-12 (for counties requesting funds for the first time)

Response: NA

COUNTY OF ADAMS

6-3a. Evidence Based Programs: Family Finding

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11			

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: NA

- Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

Response: NA

- **Complete the following table for each applicable year.**

	0607	0708	0809	0910	1011
Target Population					
# of Referrals					
# Successfully completing program					
Cost per year					
Per Diem Cost/Program funded amount					
# of MA referrals					
# of Non MA referrals					
Name of provider					

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If this is a renewal of services delivered in FY 2009-10, answer the following:

- ❑ Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: NA

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: NA

- ❑ Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response: NA

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in FY 2010-11.

Response: NA

Complete the following for each applicable year.

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

- ❑ Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

- ❑ Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency's experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

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FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

COUNTY OF ADAMS

6-3a. Evidence Based Programs: High-Fidelity Wrap Around

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11			
FY 2011-12			

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: NA

- Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

Response: NA

- Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population						
# of Referrals						
# Successfully completing program						
Cost per year						
Per Diem Cost/Program funded amount						
# of MA referrals						

COUNTY OF ADAMS

# of Non MA referrals						
Name of provider						

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: NA

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response:

- Describe the county’s expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response:

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: NA

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response: NA

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

COUNTY OF ADAMS

Response: NA

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: NA

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response: NA

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county’s successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response: NA

- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: NA

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

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Response:

FY 2011-12 (for counties requesting funds for the first time)

Response: NA

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6-3b. Pennsylvania Promising Practices

The following questions must be answered for the PaPP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

PaPP Dependent

Program Name: Adams County Children’s Advocacy Center

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within PaPP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$300,000 requested \$288,670 approved	0	
FY 2011-12			Cannot renew after 2 years

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: NA

- Explain why the change is requested. What are the deciding factors to move from the originally requested program to another? Was this change discussed with the regional office?

Response: NA

- Complete the following table for each applicable year.

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	0607	0708	0809	0910	1011	1112
Target Population				Abused children, birth-18	same	
# of Referrals				117	125	
# Successfully completing program				100%	100%	
Cost per year				\$325,367.42	At least \$300.000	
Per Diem Cost/Program funded amount				<u>Forensic Interview/Advocacy/ (received by all clients): \$ 1250.00</u> <u>Extended Forensic Evaluation: \$1287 per case (\$214.50 per session x 6 sessions)</u> <u>Mental Health: \$1678 per child (\$70/session)</u> <u>Medical: Range of \$813 per child (based on pro bono services of Physician/SANE-Nurse).</u>	Approved for program funding Total allocated \$288,670	
# of MA referrals					For MH services, approximately 1/2 of 80 @ \$217=\$8680.00	
# of Non MA referrals						
Name of provider				Adams County Children's Advocacy Center	Adams County Children's Advocacy Center	

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: Adams County CYS Promising Practice Proposal: ACCAC

The Adams County Children's Advocacy Center provides coordinated, responsive community care to child victims of child abuse and their families. Through the ACCAC, Adams County has

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a structure for countywide collaboration and providing best practices protocol for the investigation and treatment of child abuse.

The mission of the Adams County Children's Advocacy Center is to meet the needs of children and families in our community by providing a community based, child focused center that facilitates a compassionate, multidisciplinary approach to the prevention, identification, investigation, prosecution, and treatment of child abuse.

In 2005 local responders came together as a task force to form a Children's Advocacy Center in Adams County. This grassroots community movement took only a year to establish an operational CAC by September 2006. Since the ACCAC opened, 313 children have received services (as of August 10, 2009). About three new cases are opened each week.

Of the 19 CACs in Pennsylvania, Adams County is the smallest county with a CAC. As a result of the CAC, relationships, trust and collaboration among agencies and individuals have increased in our community.

Personnel

The ACCAC employs two full-time professional master's level staff and two part-time professional master's level staff. It also contracts two part-time master's level employees and one full-time administrative staff member. Personnel are qualified through their education and training. They specialize in addressing needs associated with child abuse and obtain regular training to stay current or advance in their field. They have demonstrated expertise, compassion and accessibility in their tenure.

The ACCAC also uses its expert staff to offer regular professional development opportunities for MDT members in specific areas of expertise to broaden their knowledge base and common understanding of the complex needs of victims and their families.

MDT Coordination

Coordination of multi-disciplinary team services ensures the child's wellbeing by reducing the trauma of telling and provides each team member with the information needed to provide appropriate services and ensure safety, as well as properly investigate and prosecute child abuse cases. National research has found that "annual investigation costs per 1,000 children were 41% lower in the CAC (Children' Advocacy Center) community than in a non-CAC community."¹

Adams County multi-disciplinary team members include C&Y personnel, law enforcement, District Attorney, mental health providers, Survivors, Victim Witness and other key community representatives as dictated by case needs.

Core Services

The Clinical Coordinator is the first point of contact for all CAC clients (children and families). Clinical coordinators schedule all interviews and medical exams, and make referrals as necessary. She welcomes clients and introduces them to the Center. She assesses the child's readiness to share his or her story and explains the interview process.

¹ National Children's Advocacy Center: Any Shadoin, Suzanne Magnuson, Lynn Overman; The University of Alabama: John Formyb, Ling Shao; "Findings from the NCAC Cost-Benefit Analysis of Community Responses to Child Maltreatment: Executive Summary; 2004.

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During the interview she stays with the family and explains the investigation process, assesses the family's ability to emotionally support the child, and explains how to access other available community services and support. She makes referrals for a medical exam as needed and mental health therapy. After the interview she continues to schedule necessary appointments, answer questions and follow up with the family's progress until the case is discharged. Further, she offers and provides either individual or group-based psycho-educational information on trauma reactions for children, identifies grooming behaviors of child sexual offenders and many other relevant topics to understanding and healing from child sexual abuse.

The clinical coordinator is also the first point of contact for MDT members. She schedules members to view the interview and meet with caregivers as necessary. She coordinates a monthly case review with all members of the MDT to ensure that the needs of each child are being met through available services and that the investigative process is progressing. In addition, she tracks case progress and maintain case statistics.

One hundred percent of clinical coordinator time, or 40 hours per week, is devoted to case management and service coordination.

Research clearly supports the link between the ability of the non-offending caregiver (NOC) to believe and protect their child and the overall well-being of a child victim of sexual abuse. Not only does the percentage of children who recant decrease but the percentage of children who successfully heal and move on from an abusive past increases. This combination of factors all play a role in preventing the removal of children from their homes.

Adams County Children's Advocacy Center (ACCAC) strives to achieve this goal by addressing the needs of the NOC at several levels. From the moment the child/victim and their family arrives at the center, the clinical coordinator begins assessing the needs of the NOC and providing them with resource information and education. At the beginning of an investigation of child sexual abuse, the needs of the NOC are very basic and can include financial support, housing, transportation, PFA orders, or emergency custody orders. The clinical coordinator assists the NOC with all of those needs. This is critical to the survival of the NOC and the child. If the NOC can not provide for the basic needs of herself and her family, she is left with few options. Often this causes the NOC to turn their back on their child and side with the offender. When this occurs, it may no longer be a viable option for the child to remain in the home. In some cases, children and youth services will place the child outside of the home and declare the child dependent.

The clinical coordinator continues to work with the family throughout the course of the investigation. She provides them with updates regarding the status of the investigation and assists them with any concerns or needs that arise. In many instances she provides a listening ear and the emotional support that the NOC so desperately needs.

Another key component to helping the NOC and ultimately keeping the child in the home is education. ACCAC offers individual and group psycho educational programs for NOC. Each program teaches the NOC about how trauma affects children. It is this information that usually opens the eyes of the NOC and truly enables them to understand why their child acts and behaves a certain way. Many NOC find the answers they have been searching for in medication, mental health diagnoses, inpatient hospitalizations and traditional forms of therapy which have all failed in the past. When they are provided with the tools and resources that can

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help their child, the real healing begins. These services ensure that long after the investigation is complete and the NOC will be able to maintain their child safely in the home.

All onsite services are child-friendly and provided exclusively to establish child safety and wellbeing. Case coordination protects the child and family from further trauma and ensures comprehensive attention to services, so no child falls through the cracks. Children receive a Forensic Interview which is a specially trained child interviewer who uses the latest research-based practices to ensure that the child experiences as little trauma as possible while telling his or her story and that the content of the interview is as strong as possible to support the investigation.

While many children attend the ACCAC and require only one forensic interview, some children may benefit from an Extended Forensic Evaluation (EFE). The disclosure process for child sexual abuse is often traumatic, usually delayed and extremely difficult for children due to the complex relationships with the offenders. For young children or children with severe trauma or mental health histories, the EFE can often bring out a disclosure more effectively than a one-time forensic interview. The EFE takes the 6 steps involved in the forensic interview but breaks them into 6 sessions. There is a more detailed assessment conducted pre-family arrival, the rapport phase is a session unto itself therefore creating a stronger trust between the interviewer and child and the 'touch inquiry' or abuse inquiry, is done slower and at the child's comfort pace.

Indicated cases of child abuse in Adams County have gone up, perhaps in part due to the expertise and skill of the Adams County CAC forensic interviewer. Her disclosure rate is 72 percent, compared with the national average of 63 percent. All interviews are conducted in a private, neutral, soundproof room.

A doctor trained in child abuse offers pro bono services to all children requiring a medical exam. Exams are conducted in a child-friendly room at the Center and are at the comfort level of the child. Gettysburg Hospital is providing a Ped-SANE nurse to the ACCAC. With increased access to same day service, it is the goal of the ACCAC to have 100% of child clients seen for specialized medical examinations in the up-coming year.

Ongoing mental health services are provided on site. The therapist is trained in play therapy and cognitive behavioral therapy as well as a trauma specialist. She provides accessible services to all children and family members who come to the Center and need assistance. In addition to individual services for child victims, the therapist provides assessments and services to the non-offending care-giver and siblings. She provides individual, family and group trauma specific therapy services for the clients and families that are referred either through the center or meet the mandate of the center. All the clients (including the non-offending family members) that are seen have been or suspected to be abused either sexually, physically, neglected or witness violence. She is a certified trauma specialist and has been working with children, adolescents and their families for almost 10 years. She is currently in the process of applying for her LPC and is awaiting formal documentation. She has applied for, and intends to become, a Medical Assistance provider within 2009. Community Care has accepted her into network.

Additional services that fall under the mental health component of the ACCAC include the following.

Psycho-educational Group: A psycho-educational, non-offending support group is an additional service the ACCAC offers. Secondary victims are instructed on how to be a venue of

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support to the primary victim. This component is essential as child victims require non-offending caregivers to provide support and understanding if healing and safety are to be ensured. Through partnership and collaboration with the county's PEACE Program, the ACCAC staff delivers this 8 session program. Caregivers are taught about the grooming process that offenders use to access children, the dynamics of sexual abuse and how to best support their children.

Offsite services

To ensure child wellbeing for the entire community, the Center also offers child abuse prevention training to adults, including parents, teachers, school administrators, church leaders and any other interested group. The program is a nationally award-winning program that gives adults the tools and confidence to protect children by preventing and reporting child abuse.

All services are provided in English and Spanish at no cost to the child's family.

Use of other funding sources to this point

Initial start-up funding for the CAC was through PA HealthChoices Reinvestment Fund. Three significant grant awards allowed the group to form an independent 501(c)3, purchase and rehabilitate a child-friendly facility, hire qualified staff, and operate for its first three years. These funds are no longer available. Smaller, often competitive, grants have provided additional funding which has advanced the center in terms of capacity to provide mental health therapy and make repairs or renovations to the facility. Community fundraising efforts are being developed, although expert consultants have suggested that the Center cannot be sustained by these efforts alone.

How CAC fits with State's CFSR goals, PA's best practice standards, identified areas of improved practice (Cost Benefit Analysis)

The Adams County CAC employs best practice standards in its programming and management. CACs are required to meet accreditation standards set by the National Children's Alliance. The ACCAC follows best practice standards in its operation as set forth by the Pennsylvania Association for Nonprofit Organizations (PANO).

ACCAC services directly affect Adams County's ability to meet CFSR goals of child safety, permanence and wellbeing. First and foremost, children are protected from abuse and neglect. Care is taken to work with children and families as they cope with the trauma of abuse. The case coordinator and mental health therapist work toward easing trauma, and maintaining or developing continuity of family relationships and connections whenever the child's safety is not at risk. The child and the non-offending family members receive appropriate services to meet their educational, physical and mental health needs. Information sharing and family follow up enhances capacity for families to provide for their family's needs.

Per Child Cost

Because each child abuse case is unique, the cost per child is calculated using averages. The following is a cost per child broken down to service group:

Forensic Interview/Advocacy/ (received by all clients): \$ 1250.00

Extended Forensic Evaluation: \$1287 per case (\$214.50 per session x 6 sessions)

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Mental Health: \$1678 per child (\$70/session)

Medical: Range of \$813 per child (based on pro bono services of Physician/SANE-Nurse).

ACCAC Statistics:

The ACCAC expects to serve between 112 and 129 new cases. The range includes the low end of average to date (112) and high end (129) includes a projected 15% increase of new intakes due to the added stressors on families with the declining economy. The breakdown of projected numbers for 2010-2011:

Forensic Interview/Advocacy: 100

Extended Forensic Interview: 10

Mental Health: 80

Medical Services: 30

CAC Statistics Related to CYS:

Cases	Total	Age s 0-5	Age s 6-10	Age s 11- 15	Age s 16- 18	CYS Referrals	LE Only	Group Partici pants	MH Referral in and outsid e CAC	Medi cal	Family Group Decision Making
9/14/06 to 8/10/09	313	66	86	120	41	175	94	9	129	45	10 – best guess not a stat maintained by CAC

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: Without grant funding and for 11/12, NBB funding, the Center relies on other grants and fundraising.

- ❑ Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response: The County contributed the 10% Promising Practices Match

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- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: There was no underspending.

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Same target population, those children, from birth –18 who were abused in Adams County.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response: Will move to NBB for funding

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Outcomes are tied to child well-being and prevention related to the services provided by the CAC. Outcomes are described above related to CSFR.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: Funding will be requested through the NBB

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: See above program description related to the referral process

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

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Response: Funds will be requested through the NBB adjustments

- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: I submitted the CAC budget to Richard Gold with a Program Funding request on July 21, 2010. I will submit hardcopy again to OCYF program representatives. Each line item is identified. Invoices are submitted to the agency monthly with each child and the number of services identified.

- ❑ **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

❑

Response: Will be requested through the NBB Adjustments

- ❑ **For FY 2011-12,** Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: NA see above

- ❑ Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

Response: None

FY 2011-12 (for counties requesting funds for the first time)

Response:

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PaPP Delinquent

Program Name:	JUMP
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Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within PaPP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	87,137	0	87,137
FY 2011-12			

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response

- Explain why the change is requested. What are the deciding factors to move from the originally requested program to another? Was this change discussed with the regional office?

Response: : NO. The FY 2009/10 allocation was for \$117,843. This FY allocation is revised downward to \$87,137. In FY 09/10, the allocation was requested that considered a worse case scenario in that our one partner, Manito, would not draw down any CCBH billing to help offset costs. In FY 10/11, the rationale is that we will not rely fully on grant funds from OCYF when Manito has demonstrated in 09/10 that they can draw down a portion of revenue for their service through CCBH billing. When projecting for 10/11, it was with the anticipation that Manito would generate \$36,011 in CCBH revenue that would be combined with their Promising Practices allocation and allow them to offer their portion of services. This allowed us to request a smaller amount for 10/11 in comparison to 09/10 and should allow us to spend down the allocation fully. However, in looking at actual CCBH revenue generated in 09/10, Manito was only able to generate \$31,766. This could represent a projected loss for Manito or an overspending of \$4,245 for 10/11. Using that figure as a guide, we may need to reach out to OCYF towards the

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end of FY10/11 to see if there are any additional funds that could be accessed to cover any potential loss for Manito.

Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population				JPO/MH		
# of Referrals				18		
# Successfully completing program				10		
Cost per year				\$93,080		
Per Diem Cost/Program funded amount				Manito: \$57,210/annual PCS;\$35,090/annual \$780(IT purchase approved by OCYF)		
# of MA referrals				21		
# of Non MA referrals				2		
Name of provider				Manito PCS		

If this is a renewal of services delivered in FY 2009-10, answer the following:

Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: 2009-10 was the first year of funded under Promising Practices but the ninth year of JUMP operation. There were 18 new referrals but 23 juveniles served during the fiscal year (5 carried over from the last FY). Of the 23, 44% (10) graduated, 17% (4) were unsuccessfully discharged and 39% (9) continue in the program during FY 2010-11. It is projected that if the 23 juveniles were placed in residential care at disposition instead of entering JUMP, the costs of their care would have been approximately \$550K. During this FY, all participants entering JUMP received immediately access to and participated in MH counseling, ICM case management services, and D&A assessment services (with those identified as needing outpatient D&A services also participating in said service). At total of 883 hours of community service was completed and \$2,025.75 in court costs and restitution was collected. JUMP continues to use a Strength/Needs assessment tool with families, administered at the beginning of services and at graduation from JUMP. A mean improvement in families strengths of +15.4% has been calculated from July 1, 2001 to June 30, 2010, a 0.7% increase over last year's calculation from July 1, 2001 to June 30, 2009. From July 1, 2001 to June 30, 2010, JUMP participants in total show a rate of 81% for not receiving a new juvenile petition either during participation or after completion of the program. The statewide rate of juveniles completing their probation without a new offense in 2009 is 84.4%. We consider our rate comparable and a success, given the increased challenges in serving juveniles with mental health needs. Our continued barrier is the ready access to psychiatric services locally. Adams County continues to have few options and we continue to utilize a psychiatrist in Franklin County to ensure ready access to that service.

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- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: In FY 2009-10, there were four juveniles unsuccessfully discharged. Two of the juveniles committed new offenses that were serious enough to jeopardize community safety. For the other two juveniles discharged, both were discharged after significant substance abuse issues overtook their mental health treatment needs, leading to placement in non-hospital drug and alcohol residential treatment. These are factors that are frustrating but not easy to contain. We could screen these higher risk individuals out of JUMP but we believe that defeats the purpose of the program and ignores the fact that we are dealing with a population at higher risk for out-of-home placement. We want this population to have the opportunity to succeed at home.

- ❑ Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response: There are four partners in JUMP: Adams County Juvenile Probation, York/Adams MH/MR, Manito, Inc. and Pennsylvania Counseling Services. Two of the entities (Juvenile Probation and MH/MR) have no fiscal impact on this Promising Practice grant, as those services are not funded using grant funds. The other two partners are the focus of the funding. The most difficult fiscal management aspect is trying to predict the amount of funds that one of the partners in JUMP, Manito, may be able to collect through CCBH billing. The mental health therapy component of JUMP has been identified as "Brief Treatment" by CCBH and as such, for those CCBH-eligible clients, the mental health therapy can be covered. We strive to assist families in the application process for MA, but for a variety of factors, some juvenile will simply not be CCBH eligible. Because of this, we cannot accurately predict how much funds we will secure through CCBH as an offset to how much we request through Promising Practices. However, we would like to believe that under-utilization, under these circumstances, is both appreciated and welcomed, as we are well aware of OCYF's position regarding the utilization of MA funding whenever possible. While looking at the figures on paper, we have not utilized the entire allocation for Manito in JUMP through Promising Practices due to Manito being able to bill CCBH for the difference. Regarding the other partner, PCS, their allocation was spent down to the dollar. That issue should be corrected for FY 10/11 (see next response).

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: : We requested \$117,843 in FY 09/10 and we spent \$93,080 because of Manito's ability to bill CCBH for a portion of the operating costs. Our allocation request for FY 2010-11 is reduced, taking the CCBH billing factor into consideration and now removes that projected revenue which could be generated from CCBH out of our Promising Practices funding request. It is expected that our one partner, Manito, will continue to bill CCBH for a portion of its needs in FY 10/11. It is likely that we will spend down the entire allocation of \$87,137 this fiscal year and may need to find a way to cover a potential overspending if Manito is unable to generate sufficient CCBH revenue.

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Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

- *Response:* Alleged-to-be delinquent or adjudicated delinquent juveniles (ages 10 to 18 and 18-21 if the allegation occurred prior to the juvenile's 18th birthday) with an Axis I diagnosis, at risk for out-of-home placement or used as a means to facilitate an early discharge from placement if client is stable. Serves Adams County. Can serve up to 10 juveniles at one time. Program designed to last 24 weeks and can be extended if necessary to successfully complete the program. Can accept dual diagnosed juveniles (MH/D&A). Services provided include Intensive Probation, Intensive MH Case Management, MH counseling (individual and family), and D&A counseling for those identified with this need. This population was chosen in 2001 after it was clearly identified that the target population was more likely to be placed out of home and after Adams County Juvenile Probation was experience record numbers of juveniles being placed out of home.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification. Describe the provider's capacity to serve additional youth.

Response:

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

- *Response:* Expected outcomes to be measured include decreased use of placement (based on projections and actual expenditures), recidivism (based on whether a new juvenile petition has been filed) and consumer/family-driven strength/needs analysis (self-reporting). Quarterly reporting conducted with an annual report will be completed (available upon request).

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency's

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experience with the provider agency. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

- **Response:** : Identification and referral for service occurs at the juvenile probation office during the normal intake process for alleged delinquent children. When mental health issues are identified by the juvenile and/or family as having significant impact on functioning and possibly related to the offense(s) alleged, and this information could have a bearing on a possible disposition by the court (ie. Placement), then JUMP is considered as a recommendation for disposition in a case. Once it appears that juvenile probation involvement is likely, and the District Attorney's Office does not object to JUMP as a potential disposition, information about the program is shared with the juvenile and family. If they are agreeable to try this service, understanding that out-of-home placement could possibly be avoided, then JUMP is offered to the Court for consideration. Once the Court has ordered this disposition, the juvenile and their family have immediate access to the services provided under the model. The JUMP Team completes a thorough intake process (including Releases of Information), completes a Strengths/Needs assessment and begins the development of a service plan. For juveniles that are or could be CCBH eligible, a psychological evaluation is scheduled to determine medical necessity of JUMP. The mental health counseling portion of JUMP could be covered under CCBH as a "BHRS-Exception." MH ICM services are also billable under CCBH. The service plan is monitored over the period of service (designed for 24 weeks) with each team member fulfilling their roles as indicated by their host agencies but providing these services in a coordinated fashion. Once the juvenile has completed the requirements of the four-staged program, the Court is notified to release the juvenile from the conditions of the program via court order. Discharge planning is integral and needed services (counseling, case management) could continue for the juvenile outside of the need for the court to be involved. Regarding juvenile probation's relationship with provider agencies, this is rated as excellent, as the model requires that the team members and their management work together to benefit the clients. Housing the JUMP Team at one location is the key to success. Regarding Medical Assistance, all the team members are well-versed in the eligibility process, including application for benefits and payment for services for those juveniles that have CCBH eligibility. Regarding changes, for FY 2010-11, Adams County will be conducting JUMP Court, in which the Court will be setting aside 1 hour each week to do face-to-face informal discussions with the juvenile, their family and the JUMP Team, occurring when a juvenile is transitioning between the four stages of the program. There is no corresponding cost requested that is associated with this program enhancement.

FY 2010-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification.

Response:

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

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- *Response:* The two providers of therapeutic services within JUMP (Manito, Inc. and Pennsylvania Counseling Services) each submit an operating budget annually to Juvenile Probation. This budget includes personnel expenses (salary and benefits) and operating expenses (travel, supplies, consultant fees, administrative oversight). Manito's budget requires \$86,788 and reflects a full-time (37.5 hour work week) Master's-level clinician. Of that \$86,788, they will receive \$50,777 under Promising Practices and it is expected that they will generate \$36,011 in CCBH revenue. Pennsylvania Counseling Services' allocation of \$36,360 reflects 960 hours annually for the services of a Master's-level clinician. Invoicing is requested monthly. For Manito, it is expected that their invoicing will show adjustments to reflect anticipated revenue generated through CCBH billing (which reduces the amount needed for Manito's budget through this FY Promising Practices budgetary process). Both provider agencies have existing contracts with Adams County to provide services to the county. The grand total to operate JUMP from both PCS and Manito is \$123,148. This will be met by the current allocation of \$87,137 and by Manito generating \$36,011 in CCBH revenue.

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response:

- **For FY 2011-12,** Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response:

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

- *Response:* Technical assistance is usually in the form of consultation to address significant treatment issues that can be diagnosed through evaluation. The two county agencies (juvenile probation and MH/MR) use their resources to access professionals (psychologist, psychiatrist) as needed. The JUMP clinicians also have internal consultants from their agencies to assist them. If there are service access issues, management from all four team member's agencies can be contacted to address and troubleshoot any issues. In addition, positive working relationships have been developed with the County Assistance Office, HealthChoices and CCBH to address Medical Assistance issues.

FY 2011-12 (for counties requesting funds for the first time)

Response:

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6-3c. Housing Initiative

The following questions must be answered for the Housing Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Program Name: NA

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	Y			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Budget	\$ amount
FY 2010-11 Approved Budget	\$0.00
	requested \$20,000
FY 2011-12 Budget Request	\$0.00

If this is a renewal of Housing services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response:

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response:

- Describe the county’s expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response:

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response:

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- ❑ Identify and describe the target population(s) for whom the county expects to provide these services.
- ❑ Describe the programs for dependent and delinquent youth which:
 - Prevent children from being placed, or
 - Facilitate the reunification of children with their families, or
 - Facilitate the successful transition of youth aging out, or who have aged out of placement. As of FY 2010-11, this includes all aging out youth with the exception of those who emancipate care on or after age 18, who will be funded through Appendix 8: IL Services, Room and Board.
- ❑ **FY 2010-11** (for counties with approved allocations)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- ❑ Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- ❑ Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations)

- ❑ *Response:*

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response:

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- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations)

Response:

- ❑ **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response:

- ❑ **For FY 2011-12** Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response:

- ❑ Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 (for counties requesting funds for the first time)

Response:

- ❑
- 

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6-3d. Alternatives to Truancy Prevention

The following questions must be answered for the ATP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Program Name: Truancy Work Group

Request Type	Enter Y or N			
New implementation for 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
		X		

Budget	\$ amount
FY 2010-11 Approved Budget	NA
FY 2011-12 Budget Request	10,000

Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population	Truancy referrals opened by agency at intake	same	same	same	same	same
# of Referrals	64	53	39	114		
# Successfully completing program	NA	NA	NA	NA		
Cost per year	NA	NA	NA	NA		
Per Diem Cost/Program funded amount	NA	NA	NA	NA		
# of MA referrals	NA	NA	NA	NA		
# of Non MA referrals	NA	NA	NA	NA		
Name of provider	NA	NA	NA	NA		

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations)

Response: NA

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

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Response: All children alleged to have truancy issues or are truant from school

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: We would like to have funds to support the work of the truancy work group. We would use the funds towards prevention materials, brochures, billboards, advertisement of truancy court and associated costs.

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations)

Response: NA

FY 2010-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response: The funds will be used by the Truancy Work Group chaired by Juvenile Court and President Judge, John D. Kuhn

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: NA

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county’s successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

- *Response:* There is no history to base calculations on. It is necessary though to get the word out to the community about truancy and to provide the community with quality materials to be

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able to describe the nature of the problem in Adams County and to encourage others to work toward reducing significantly truancy in Adams County.

For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: Cost of prevention are far less than the cost of maintaining a child in care, if placed outside of the home for refusal to attend school.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

Response: NA

FY 2011-12 (for counties requesting funds for the first time)

Response: None

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6-3d. State Reintegration Plan

The following questions must be answered for the SRP Initiative by counties requesting funds for FY 2011-2012. Once determined, enter the amount in the "10-11 SGI BDGT RQST" tab in the **Budget Excel file**.

Number of Youth	Cost per youth	\$ amount
5	\$3,665	\$18,325

Describe the how the number of youth was determined.

Based upon historical use of the YDC/YFC programs (listed below), Adams County Juvenile Probation anticipates utilizing this program with five juveniles in FY 10/11, upon successful completion of the YDC/YFC program. At the rate of \$3,665 per juvenile, \$18,325 is requested for this service.

	FY 04/05	05/06	06/07	07/08	08/09	09/10
Juveniles Placed in YFC/YDC:	5	3	9	5	7	
Adams County						

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6-3e. Independent Living Service Grant

- In the table below, place an “X” for the services that will be provided by CCYA (regardless of funding source). Check as many boxes as apply.

Mark “X” in this column	Services
X	A. Needs Assessment/Case Planning
X	B. Life Skills Training
	C. Prevention Services
X	Dental/Health
X	Drug Abuse Prevention
X	Alcohol/Tobacco/Substance
X	Safe Sex/Pregnancy
	D. Education
X	Vocational Training
X	High School Support and Retention
X	Preparation for GED
X	Assistance in Obtaining Higher Education
	E. Support
X	Individual and Group Counseling
X	Stipends
X	Services for Teen Parents
X	Mentoring
	F. Employment
X	Job Placement
X	Subsidized Employment
X	G. Location of Housing
X	H. Room and Board
X	I. Retreats/Camps
X	J. Indirect Services
X	K. Program Administration

- In the following forms, complete the form **for services marked with an “X” in the above table only**. Provide the requested information pertaining to each specific IL service to be provided by the CCYA. Enter all county IL services information in this template. In each service area table, list the estimated requested grant amount to be used for IL services. Include the following in the estimate: staff costs to perform these services, the cost of materials and supplies and the cost to develop, implement and monitor implementation of these services unless adding in Indirect Services or Program Administration.
- For each IL service **marked with an “X” in the above table**, estimate the number of in care; delinquent, discharged and total youth (unduplicated counts) who will receive IL services.

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IL Services (federal, state, local)	\$ amount
FY 2010-11 Approved Budget *	198,870.00
FY 2011-12 Budget Request *	207,218.00

* These amounts must match the amounts on the county's budget worksheets.

- Describe the county's expenditures history for IL Services for FY 2006-07, 2007-08, 2008-09 and 2009-10. What factors contributed to the successful or unsuccessful spending of grant funds for each year?

Adams County Children and Youth Services (ACCYS) has consistently expended its IL allocation each fiscal year with the exception of 2009-10. There was an amount of \$42,952.98 of unused funds in 2009-10. This unsuccessful spending was due to the budget impasse in the fall of 2009 where the IL program was not permitted to spend any grant funds with the exception of IL staff salaries and benefits. In addition, the ILP was unable to fill the new position that was approved for the IL unit until after the budget impasse. As a result, the civil service and interview process did not begin until January 2010 and this position was not filled until May 2010. Consequently, less than 2 months of this position's allocated salary and benefits were utilized in 2009-10.

- If there were instances of underspending of prior years grant funds, describe what changes have occurred to ensure that grant funds for this program/service are maximized and effectively managed.

ACCYS has been diligent in utilizing IL grant funds each year. The IL staff work to assure that the youth served are receiving quality services and that stipends are available to award their accomplishments and assist them with their transition needs.

The new IL staff position has been filled and with the 2010-11 state budget having been passed, it is anticipated that there will not be a freeze on utilizing the IL grant funds to provide the planned services.

A. Needs Assessment/Case Planning

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Needs Assessment/Case Planning	-0-	25	5	15	45
Total	-0-	25	5	15	45

* Enter unduplicated youth count only.

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- Describe how the needs assessment/case planning process will be delivered; who will deliver the activities (provider or agency staff); what tool(s) will be used; and the frequency of the activity for or with youth.

Youth will be asked to complete the Ansell Casey Life Skills Assessment via internet access every six months. The assessment will be administered by agency IL staff. During a youth's initial orientation to the ILP, they are also asked to complete an IL: Life Skills Assessment and Skills Inventory. These supplements give the IL staff information about the youth's interests, as well as, an indicator of their reading and writing abilities.

The IL Transition Caseworker is responsible for assuring the IL Plan is completed and updated as part of each youth's Child Permanency Plan. The plan is developed with input from the youth, their Caseworker, Foster Parents, Parents and IL Staff as appropriate. A Transition Assessment is also completed/updated at the same time as the IL Plan/CPP. Team Meetings and Staffings are scheduled as needed to address any concerns or changes in the youth's status and to develop the youth's Transition Plan.

- Describe how the costs to provide the activities are determined.

There is no direct cost associated with these activities. Indirect and Administrative costs are reflected later in the narrative.

B. Life Skills Training

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Life Skills Training	850.00	25	5	15	45
Total	850.00	25	5	15	45

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

20%	80%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how life skills training will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The ILP offers each youth Life Skills Classes entitled GROW (Getting Ready to Overcome my World) which includes four separate modules. Each module focuses on a specific area including soft skills, hard skills, money management and a local retreat. Each module is offered once each year and meets weekly for 2 ½ hours over ten sessions with the

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exception of the retreat which runs daily for one week during the summer from 10am-4pm daily.

In addition to formal Life Skills Classes, foster parents are asked to offer ongoing informal instruction in their home utilizing teachable moments in their everyday activities.

Youth are provided one-on-one life skills instruction as needed after they have completed the formal classes and once they begin to live independently. The V-Street online curriculum is offered to youth unable to attend life skills classes in a group setting. All life skills training is delivered by agency IL staff.

The “Money Talks” curriculum through the Penn State Cooperative Extension Office is utilized for the money management class. Various curriculums are utilized for the other class modules including guest speakers from the community.

- Describe how the costs to provide the activities are determined.

The funds allocated to Life Skills Training will cover the cost of supplies, instructional materials and food/meals provided during the classes.

C. Prevention

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Dental/Health	-0-	25	5	15	45
Drug Abuse Prevention	25.00	25	5	15	45
Alcohol/Tobacco Substances	-0-	25	5	15	45
Safe Sex/Pregnancy	175.00	25	5	15	45
Total	200.00	25	5	15	45

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

20%	80%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how prevention services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The Adams County ILP offers a parenting simulation using the Baby Think It Over program and Empathy Belly to promote healthy relationships and the prevention of teen pregnancy. The ILP also utilizes a local Tobacco Cessation/Education program to help prevent the use

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and addiction to tobacco products and educate youth about the health risks. These services are offered to each youth during the Life Skills Classes annually.

Planned Parenthood and Adams County Substance Abuse Prevention Program (SAPP) offer prevention programming on teen pregnancy, sexually transmitted infections, HIV/AIDS, drugs, alcohol, tobacco, as well as, refusal skills and healthy relationships to each Life Skills Class. Each program is at least an hour in duration and includes an educational/prevention presentation and information about the services available through their perspective agencies and programs.

- ❑ Describe any additional prevention services provided to the youth that are not listed above and who will provide those services.

The Transition Caseworker will assure that youth receiving Aftercare services have access to regular dental/health services. This includes help applying for medical assistance and accessing local services at Family First Health and Healthy York Network that provide health care for those uninsured or underinsured. Assistance accessing mental health services including counseling, evaluations and MH/MR case management will also be provided.

- ❑ Describe how the costs to provide the activities are determined.

The costs associated with providing Prevention services include maintaining the Baby Think It Over dolls and its related items and providing supplies for drug-free activities. This amount also covers a fee requested by Planned Parenthood for the presentations they provide to the life skills classes.

D. Education

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Vocational	100.00	8	2	8	18
High School Support and Retention	250.00	20	2	8	30
GED	120.00	5	3	7	15
Assistance in Obtaining Higher Education	200.00	17	3	7	27
Education and Training Grant (ETG) Provision and Retention	-0-	18	3	15	36
Total	670.00	25	5	15	45

* Enter unduplicated youth count only.

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- Estimate the percentage of the delivery method for this service area.

75%	25%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how education services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The IL Staff will offer the following educational services and/or referrals:

All youth who have not yet graduated from high school and are enrolled in the ILP will receive high school support and retention services. Youth who are experiencing significant difficulty in school may be referred for a tutor or a team meeting will be called to explore concerns and possible solutions.

Youth will be offered both group and individual discussion of the importance of obtaining a high school diploma. Youth will review information that relates to the limitations placed on employment without a diploma and how educational level impacts salary potential. Educational planning and activities will take place in relation to the youth's career interests and life goals. Meetings with school personnel will be utilized when appropriate to assist individual youth. Youth will be referred to appropriate resources such as tutoring and summer classes. The ILP will offer to pay fees for testing and extra-curricular activities that cannot be covered by the foster care per diem. Youth will be offered fee waivers to take SAT tests. Waivers for college entrance exams will be offered to youth who express interest.

Youth will also be offered the opportunity to explore career interests via resources available at the ILP including access to the Internet and the "Occupational Outlook Handbook". Youth will be encouraged to complete a Career Shadowing experience where they will choose a career they are interested in and shadow a worker in that field. The youth will learn about the educational and training requirements for that particular job. Youth will be offered a stipend upon obtaining their high school diploma.

It is preferable that youth obtain a high school diploma. It is only after all other resources are exhausted and with a court order that a youth in care would be permitted to pursue their GED rather than a diploma. If graduation is not obtainable for a youth or if they still plan to quit school after other interventions, then the youth will be referred to classes to prepare them for obtaining their GED. The LIU #12 and the Literacy Counsel both offer GED preparation classes to any community member. The ILP will pay for the GED test and award the youth with a stipend for obtaining their GED.

Recruiters from Job Corps and AmeriCorps will be invited to provide information about their programs to the youth and/or tours will be scheduled to visit a Job Corps site. Referrals of interested youth will be made to Job Corps and the AmeriCorps National Civilian Corps for vocational training.

Five of the six of Adams County school districts have joined efforts to offer Tech Prep courses to students interested in the fields of Allied Health, Culinary Arts, Computer

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Technology and Criminal Justice. The students spend part of their school day at HACC studying these vocations and preparing for careers in related fields.

Youth who have been diagnosed with a disability and are in need of vocational rehabilitation services may be referred to the Office of Vocational Rehabilitation (OVR) for assistance with vocational training.

The ILP staff will assist youth with obtaining and completing applications for higher education. Youth will have the opportunity to visit various schools of higher education during tours scheduled through the ILP. Youth will have access to the Internet via the ILP computer to research various types of institutions and use the Education Planner website. Youth will be supplied with a copy of "A Student's Guide to Financial Aid and Scholarships" published by the IL Project at the CWTP. Youth will receive applications for scholarships being offered locally and in PA. Youth will also have the opportunity to request tuition assistance from the Adams County IL Advisory Committee.

- ❑ Describe any additional services provided to the youth that are not listed above and who will provide those services.

A Woman's Purse (AWP), a women's initiate of United Way, will offer each youth who obtains their high school diploma, GED or a college degree, diploma or certificate a monetary award for their accomplishment. The following is an outline of these awards:

- Each college/community college/trade school graduate receives a gift of \$250.
- Each high school graduate receives a gift of \$150.
- Each GED achievement receives a gift of \$75.

The Adams Co. ILP will also provide educational stipends including awards for youth attending higher education. These stipend amounts are outlined in the "Supportive Services" section.

- ❑ Describe how the costs to provide the activities are determined.

The costs for this budgeted amount include assistance with fees, tuition, supplies, uniforms, testing, tutoring and other related expenses not covered by grants and scholarships or the youth's caregiver.

E. Support Services

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

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Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Individual and/or Group Counseling	350.00	25	5	15	45
Stipends	14,400.00	25	5	15	45
Services for Teen Parents		3	1	2	6
Mentoring	150.00	25	5	15	45
Total	14,900.00	25	5	15	45

* Enter unduplicated youth count only.

- ❑ Estimate the number of youth who the county will refer to the SWAN prime contractor for the following services related to permanent connections.

SWAN	
	No. of Youths
Child Profile:	25
Child Preparation:	25
Child Specific Recruitment:	15

- ❑ Estimate the percentage of the delivery method for this service area.

60%	40%
Individualized Svcs.	Group or Classroom Svcs.

- ❑ Describe how support services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Individual and/or Group Counseling:

All youth involved with the ILP will be offered individual counseling, as well as, group sessions by ACCYS IL staff. Individual sessions will be offered at the youth's request, during times of crisis, at team meetings, for case planning and for the process of discharge/transition planning. Group sessions will be offered weekly during GROW (Life Skills Classes). The ILP staff will provide support, education, resources and a referral service to youth based on their individual needs.

SWAN Units of Service:

Youth will be referred to SWAN for a child profile and for individual or group child preparation services and child specific recruitment as needed and appropriate.

Crossroads is a program offered through Diakon Lutheran Social Ministries for Adams County youth who are currently in an out of home placement and 14 years of age or older. The program utilizes SWAN units of service (child profile, child preparation) to assist the

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youth with working through why they came into care and still remain in care, exploring current and past connections, looking toward the future and accessing the need for safety planning if the youth intends to become involved with their birth family upon discharge from care if reunification was not an option for them. The program meets for 10 weeks as a group. The youth's therapist, caseworker, foster parents and IL Coordinator are asked to take an active role in this process including attending an orientation and team meetings. CSR will be utilized to assist in locating permanent resources for youth who need a life long connection with a positive caring adult.

Stipends:

Youth who participate in the GROW Life Skills Classes will receive a stipend of up to \$150.00 for each of the 4 components completed. If a youth completes all four of the components, they will also receive a \$100.00 bonus stipend. A stipend of up to \$500.00 will be awarded to youth who graduate from high school. Youth who obtain their GED will receive up to \$300.00 as a stipend. Youth may be awarded up to \$150.00 for completion of a series of IL related workshops, trainings or meetings. For those youth in college or another institution of higher education the following incentive stipends will be offered: up to \$300.00 for a 2 year degree, \$500.00 for a 4 year degree, \$10.00 per credit earned per semester, \$50.00 for a GPA of 3.0+ and \$100 for a GPA of 4.0+ per semester.

Other Stipends/monetary assistance must be requested by the youth and backed up with a bill, estimate or receipt. The Stipend Policy is reviewed and signed by each eligible youth when they enter the ILP. When a stipend check is earned, the youth signs a Stipend Release prior to being presented with the check.

Services for Teen Parents:

The youth's caseworker or IL staff will refer pregnant and parenting teens to agencies or individuals that provide prenatal care, labor and delivery services. Pregnant and parenting teens will be referred to Women, Infants and Children (WIC) for nutritional education and support and to Tender Care Pregnancy Center for parenting instruction and baby care supplies.

PEACE (Promoting Education Action Change Empowerment) provides free classes for parents of infants and toddlers, as well as, a support group for those struggling with various parenting issues.

The Gettysburg Area Parenting Program (GAPP) offers services to teen parents who attend the Gettysburg Area School District. They provide support, parent education and free childcare to children while their parent attends school. Health care, educational progress and transportation are monitored for each youth. Vocational and career counseling, personal counseling and social work services are also offered.

Mentoring:

ACCYS has been unable to sustain resources for a formal mentoring program. The ILP plans to continue their partnership with AWP whose members have expressed interest in offering themselves as resources to the IL youth including informal mentoring. The ILP has also begun work with a group of students at the Gettysburg College who have expressed interest in group mentoring opportunities.

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- ❑ Describe any additional services provided to the youth that are not listed above and who will provide those services.

ACCYS IL staff have initiated a new group for younger foster youth ages 14-15 to introduce them to IL services and offer support. The group will meet once per month, year round and will offer youth the opportunity to participate in drug free, non-violent activities that focus on improving self-esteem, practicing social skills and providing accurate information about teen related issues. The group will offer community speakers, discussion, crafts, games, refreshments, volunteer service projects and outings.

A Woman's Purse (AWP) offers each youth a pool of funds of \$350 yearly to use for any unmet needs. Since not everyone will use that amount, a youth could access the excess remaining funds in cases of emergency.

- ❑ Describe how the costs to provide the activities are determined.

The budgeted amount associated with Supportive Services include supplies and costs to provide mentoring services and the support group to the younger foster youth. The remaining amount covers youth stipends and assistance. The amount requested for stipends has increased to accommodate serving 5 additional youth in FY 2011-12 and to provide stipends for a youth to serve as an advocate spending time at the agency and with other youth.

F. Employment

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Job Placement	-0-	25	5	15	45
Subsidized Employment	2,000.00	25	5	15	45
Total	2,000.00	25	5	15	45

* Enter unduplicated youth count only.

- ❑ Mark with an "X" the types of subsidized employment services which will be offered, and whether the subsidy will be full or partial.

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Subsidy Type	Offered	Full	Partial
Summer Employment	x		x
Agency Operated Only			
Tax Credits			
Other (describe): Apprenticeships/On the job training)	x	x	x

- ❑ Estimate the percentage of the delivery method for this service area.

80%	20%
Individualized Svcs.	Group or Classroom Svcs.

- ❑ Describe how employment services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The Youth Employment Program (YEP) at LIU#12, funded through the WIB, offers employment and training services to youth ages 14-21. These services include leadership development, adult mentoring, career awareness, career exploration, job shadowing, work experience and occupational skills training. The YEP offers a yearly summer work camp to area youth meeting income guidelines which includes foster youth. YEP can also provide youth who are not in school with services related to obtaining their GED, driver's license, behind the wheel experience, job counseling, employment opportunities including on the job training, resume and cover letter writing workshops and interview and job search skills enhancement. The YEP has agreed to be a partner with the ILP to assist individual youth with locating and coordinating subsidized employment, apprenticeships and on the job training.

Adams County Careerlink provides assistance to youth in job search, interview skills and employment retention. The GROW life skills class visits Careerlink to learn about services offered and receives information about obtaining and sustaining employment.

- ❑ Describe any additional services provided to the youth that are not listed above and who will provide those services.
- ❑ Describe how the costs to provide the activities are determined.

The amount budgeted for Employment includes funding to support youth locating and securing employment opportunities and gaining skills associated with a particular field of work.

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G. Location of Housing

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file. **Do not request placement costs in this service area or grant.**

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Location of Housing	250.00	25	5	15	45
Total	250.00	25	5	15	45

* Enter unduplicated youth count only.

- ❑ Mark with an "X" the types of assistance which will be offered.

Assistance Type	Offered
Referral to public housing agency	X
Interview preparation	X
Application assistance	X
Accompany on inspection	X
Use local realtors as a housing resource	X
Other (describe:)	X

- ❑ Estimate the percentage of the delivery method for this service area.

60%	40%
Individualized Svcs.	Group or Classroom Svcs.

- ❑ Describe how location of housing services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Youth participating in the Life Skills Class will receive instruction on the acquisition of permanent housing through a local realtor/property manager, including a tour of a vacant apartment. This realtor will be available to the youth as a future resource. ILP staff will assist with referral and applications as needed.

Youth will be referred to the local Housing Authority (ACHA) to apply for Section 8 Vouchers, the Supportive Housing Program for those with children or the Turning Point Program that offers housing to those who are homeless or disabled. Youth who have received Chafee IL services in Adams County qualify for a Preference Policy at ACHA that will help them avoid being placed on a waiting list for the Housing Choice Voucher Program.

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Youth may also be referred to United Way or South Central Community Action Program's (SCCAP) emergency service for first month's rent and help with utilities. Youth who are preparing to move into their first home are invited to choose household items from the Adams County ILP's "Operation Move Out" storage which accepts donations from the community and organizations to supply the youth with new household items and supplies. This storage includes items such as small appliances, dishes, cookware, linens, cleaning and paper supplies, decorative items and hygiene products.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.
- Describe how the costs to provide the activities are determined.

The funding for this service category will cover the cost of replenishing the IL "Operation Move Out" storage with needed items that have not been donated by the community.

H. Room & Board

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Room and Board	17,000.00	0	5	15	20
Total	17,000.00	0	5	15	20

* Enter unduplicated youth count only.

- If the agency **does** provide youth with room and board, describe the frequency of staff contact with youth accessing these services.

The ILP staff will have at least weekly face-to-face contact with youth that are receiving Room & Board assistance during the first month of service. Thereafter, there will be at least bi-monthly in person contact in addition to regular phone contact. Contacts will gradually decrease over time based on the youth's progress.

- If the agency **does** provide youth with room and board, describe the period of time that youth can access the service, by type of assistance offered and whether a "step-down" approach will be used.

Temporary services will be offered to youth who need assistance with one month of rent while they are experiencing some type of transition, such as ending one job and starting another, losing a room mate or while on college breaks. Extended services will be offered with a six month step-down approach, paying for a youth's first month of rent and gradually decreasing the amount of assistance each month thereafter. Emergency services will be offered to youth who are homeless and not able to access a shelter. These services will be made available for up to 9 nights and may include paying for a youth to stay at a motel until more appropriate arrangements can be made.

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In addition to room and board services, the ACCYS ILP recently began offering Transitional Housing Program (THP) services to Aftercare youth who are homeless or living in an unsafe or unhealthy environment. This need has become apparent as our local homeless shelter is often full and the Housing Authority's (ACHA) homeless prevention program requires that its participants have an income in order to access services. Additionally, even with the preference policy in place for the housing choice vouchers, there is still a waiting period until the voucher is issued and then the time it takes to locate an available unit that meets HUD safety standards and accepts Section 8 vouchers. The THP offers youth temporary housing for an average of 3 months while they work intensively with IL staff to locate permanent housing and make progress in achieving their personal goals. The ILP is currently renting a 1 bedroom apartment capable of serving 1-2 youth at any given time. The THP is being funded during the 2010 calendar year with local trust funds that were awarded to the ILP. The apartment was furnished primarily by AWP of United Way and with donations from the ILP's "Operations Move Out" storage and Lowe's Home Improvement. The ILP would like to continue offering this needed service and eventually expand the program to provide a larger apartment with 2 or more bedrooms or more than one apartment so that male and female youth could be served at the same time.

- If the agency **does not** provide youth with room and board, describe what services are used to meet housing needs.
- Describe how the costs to provide the activities are determined.

The budgeted amount in this category covers room & board (\$7,000.00) and adds the cost of one year's funding for the Transitional Housing Program (\$10,000).

I. Retreats/Camps

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Retreats/Camps	500.00	25	5	15	45
Total	500.00	25	5	15	45

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

0%	100%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how retreats/camps will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The Adams County IL Retreat offers youth new experiences and hands on learning opportunities while introducing community resources. The youth will work on individual skills

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and also see the necessity of being able to work as a team member. The youth will be expected to practice new life skills, take responsibility for themselves, display appropriate social skills and work with their peers to have a successful experience. Youth who participate will meet other youth who have had similar life experiences. It is hoped that the youth can find new support as they continue to pursue their independence.

ACCYS IL staff plan and conduct the retreat. The activities/instruction planned have included basic home repairs, tours of large local employers, basic car preventative maintenance, comparative/alternative methods of shopping (yard sales, markets, etc.), tours of vocational schools and colleges, tours/comparisons of different types of housing, prevention activities (pregnancy, tobacco, drugs & alcohol) massage therapy, cooking classes, time management, team building activities and an outing for a picnic, swimming and team building activities. The Retreat also incorporates a challenge course and a volunteer service project.

Youth will be offered the opportunity to participate in both a local and the South Central Regional Youth Advisory Board (YAB) to encourage them to advocate for their needs as a foster youth and to help them learn and practice communication and leadership skills. The youth will also be offered the opportunity to participate in the PA IL Youth Retreat.

- ❑ Describe how the costs to provide the activities are determined.

The budgeted amount for this Retreats/Camps include fees, food and supplies needed to offer the local Retreat.

J. Indirect Services

- ❑ Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff, Foster/Adoptive and other Residential Child Care Providers	750.00
Community Outreach and Educational Efforts	-0-
Interagency coordination to support IL activities and services at the local level	100.00
System change efforts	-0-
Other (describe:)	
Total	850.00

- ❑ Describe the indirect services provided by the county.

The ACCYS IL staff will participate in IL conferences and training as available throughout the grant year. ACCYS staff and foster parents will be offered and encouraged to attend training on IL services that will educate and teach them skills related to assisting IL youth.

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Annual training will be offered to those foster parents and caseworkers who work with older foster youth. These trainings will include guest speakers from the YAB and community agencies that can assist IL youth prepare for their transition to independence.

ACCYS IL staff will remain active within local coalitions, boards and networks in an effort to remain informed about services and to educate other community service providers about the needs that IL youth have within our county. These include the Adams Coalition to Prevent Teen Pregnancy (ACPTP), Adams County Housing Task Force, Youth Providers Resource Network (YPRN), Adams County Children's Round Table and A Woman's Purse of United Way. In addition, the ILP has an Advisory Committee that meets bi-monthly and is attended by IL and agency staff, the JPO, foster parents and community partners.

The ILP works collaboratively with multiple agencies in the county to coordinate needed services for the youth. The ILP has an identified a contact person at each agency who can be requested to present information at GROW classes and assist youth one-on-one.

The IL staff will strive to make our community more aware of the needs of IL youth. They will continue to build relationships and collaborate with local college students, churches, agencies, businesses and individuals who can help advocate and meet the needs of our IL youth. The IL staff will continue to strive toward ensuring that older youth receive quality services, achieve permanency, and have viable discharge plans and a successful transition to adulthood.

- Describe any additional indirect services provided by the county and who will provide those services.
- Describe how the costs to provide the activities are determined.

Funding in this category will be utilized to pay for the cost of IL approved conferences and trainings. Resources will be purchased to use in relation to IL training and curriculum development for staff, foster parents and community partners.

K. Program Administration

- Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff providing direct services	167,998.00
Program reporting costs	-0-
Equipment, training materials, supplies, postage, facility expenses	500.00
IL and Youth Advisory Board related travel	1,500.00
Other (describe:)	

- Explain the administrative costs of providing IL services and the drivers of these costs.

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Staff direct services would include the payment of salary and benefits for 3 IL staff positions;

- IL Program Specialist/Supervisor
- IL Transition Caseworker
- IL Social Services Aide

The cost for staff salary and benefits has decreased as a result of needing to change the newest IL position from a Caseworker to a Social Service Aide. This position change was necessary after being informed by the county finance office that there had not been enough funding allocated to cover Social Security (FICA) costs for the IL staff positions.

Program and Fiscal Reporting include all materials and time costs necessary to operate the ILP which is provided by ACCYS as an in-kind service.

Equipment may include the purchase of items related to the IL computer system, laptop, printer or projector, such as ink cartridges, memory upgrades and bulb replacements.

Communication/Postage expenses include all phone calls and correspondence to program speakers, providers, schools, youth, parents and foster parents.

Supplies include paper, notebooks, pens, folders and other related items for the IL staff and youth involved in the ILP.

IL Related Travel includes all meal and mileage reimbursements to IL staff and mileage incurred on county vehicles for transportation of IL youth or of IL staff to/from IL related appointments, visits, meetings and trainings.

- Describe any additional administrative costs of providing IL services that are not listed above and the drivers of these costs.
- Describe how the costs to provide the activities are determined.

Salaries and benefits are determined and approved by County of Adams Human Resources and the Commissioners. Equipment, training materials, supplies and postage are estimated based on IL program plans for the 2011-12 fiscal year and on actual expenditures from the previous grant year. IL and YAB related travel costs are determined by the number of YAB meetings and frequency of IL staff contact with youth and their attendance at meetings and trainings. This cost also includes meals provided to staff when working out of county.

6-3l. Older Adolescent Initiative/Independent Living Initiative (youth ages 14-21)

ACCYS provides Independent Living services in house with an IL Unit consisting of 3 staff; an IL Program Specialist/Supervisor, a Transition Caseworker and an IL Social Services Aide. The IL Unit is responsible for the planning, implementation and delivery of all IL services to both Chafee eligible and non-Chafee eligible youth. The IL Service Coordinator contact is Leasia Ayers-Caswell, Program Specialist who coordinates IL services and supervises the IL Unit.

The following are the services currently being offered:

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- Youth Needs Assessments
- Goal and Transition Planning
- Life Skills Instruction
- Local summer Retreat
- Stipends for Youth
- Participation in Local, Regional and State Youth Advisory Boards and Retreat
- Aftercare Services
- SWAN units of services including a child preparation group entitled Crossroads for youth ages 14 and older
- Group offered to foster youth aged 14-15 for prevention, education and support services
- Room and Board assistance including a Preference Policy with Adams County Housing Authority for Chaffee eligible youth
- Prepared to begin offering Supervised Independent Living placements for youth in care with Children and Youth age 18 and older pursuing a course of education to live in their own apartment and practice life skills
- Subsidized Employment opportunities to offer youth the opportunity to learn skills through on-the-job training or apprenticeships
- Board extensions for youth 18 and older to pursue a course of education or treatment including the option to live on campus and return to their foster home on breaks and holidays
- Trial Discharge for youth who choose to leave care at age 18 or older and who have not completed their educational goals or who do not have a viable discharge plan. This allows the agency to be released of physical and legal obligation to the youth while the court keeps their dependency petition open for 30-90 days to allow the youth the opportunity to return to placement if they are not able to maintain independence and/or pursue their goals
- In house IL staff including one full-time program specialist/coordinator, one full-time caseworker specializing in transition services for adolescents and a full-time social services aide offering support services
- Partnership with Adams County United Way who offers a women's initiative entitled "A Woman's Purse" to help our youth ages 14-21 with their transitional needs including financial support and incentives
- Referral services and collaboration with community agencies and businesses in the areas of housing, employment, education, prevention and support services
- Youth Transition Conferences and/or team meetings to offer youth opportunities to invite friends, family and providers to assist them with their transition plans and to establish what permanent connections the youth have access to including resource families
- Annual "Teen Angel" Holiday Outreach program to provide Christmas gifts to youth 14 and older who are receiving Aftercare services, in RTF and group home placements or are open for protective supervision services
- "IL Storage" for donations of new household items to assist youth with the start- up items needed for their first home
- Annual "Haunted Mansion" fundraiser sponsored by Phi Delta Theta fraternity of Gettysburg College
- Plans for incorporating a Youth Advocate to assist the agency and advocate for youth in placement and during their transition
- Provision of IL services to non-eligible youth involved with Children and Youth and Juvenile Probation in the service areas previously only available to Chaffee eligible youth

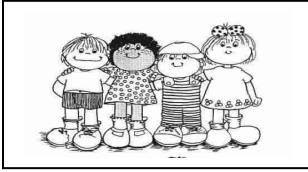
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- IL Advisory Committee meeting bi-monthly consisting of IL, agency and JPO staff, foster parents and community partners

JPO's response: Currently those youth that are in residential facilities receive life skills instruction while in the facility including, but not limited to cooking, cleaning, etc. Aftercare planning includes identifying the needs of the child and preparing referrals for services in the community. These services include utilization of the State Reintegration Program for eligible youth in the YFC/YDC system. Other services include, but again, not limited to the Independent Living Program offered through Adams County Children and Youth Services and assisting in obtaining case management services through MH/MR and the Office for Vocational Rehabilitation. For those youth that have been identified as not returning to the home of a parent or relative, a transitional living program, such as George St. (CHOY) or Stepping Stone (YSB) are utilized to help prepare the child to live independently. Through these programs, the child has the opportunity to earn money through employment while living in a safe, less restrictive setting. Once the child has mastered aspects of daily living and are financially secure enough to obtain their own residence, they are provided the opportunity to do so. Probation Services continue with the child to assure any assistance that can be provided.

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Adams County Children and Youth Services
Adams County Courthouse
111-117 Baltimore Street, Room 201B
Gettysburg, PA 17325



Policy Number:

AGENCY POLICY

Section: **Operations**
Title: **Limited English Proficiency (LEP)**
First Adopted: **4/25/2006**
Last Date Revised: **2/2/2008**

REGULATORY BASE

- 42 U.S.C. § 2000d et seq, Title VI of the Civil Rights Act of 1964

PRACTICE STANDARDS AND ETHICS

- PA Standards for Child Welfare Practice
 - ◆ Section I (Assessment Standards)
 - H - (1)(d) Worker must know how to access translators and language facilitators
 - Outcomes addressed: Permanency and Timeliness
 - ◆ Section II - (Service Planning)
 - A (Establish a Planning Process) – (1) (k) Worker must understand cultural strengths and barriers and how they impact the service planning process
 - E (Discuss Concurrent Planning) – (1)(m) – Worker must be sensitive to cultural diversity, knowing how cultural and ethnic differences and biases may affect service planning
 - Outcomes addressed: Safety and Well-being
 - ◆ Section III (Service Delivery)
 - E (Implement Service Plan) – (1)(j) Worker must know how culture and ethnic differences may
- National Association of Social Workers (NASW), Code of Ethics
 - ◆ Values
 - Service
 - Dignity & Worth of the Person
 - Importance of the Human Relationship
 - ◆ Ethical Standards
 - Ethical Responsibilities to Clients
 - Ethical Responsibilities in Practice Settings

SCOPE

All employees of Adams County Children and Youth Services (ACCYS) in order to ensure the health, safety and well-being of all the children and families of Adams County regardless of their country of origin.

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PURPOSE

1. That each employee of Adams County Children & Youth Services (ACCYS) understands and complies with Title VI of the Civil Rights Act of 1964.
2. Each employee of ACCYS is aware of the procedure for handling cases in which client/client's family has Limited English Proficiency (LEP).
3. Provide uniform procedures and directions to all employees.
4. To provide language assistance, as needed, to persons with LEP so that they can have meaningful access to DPW services and benefits.

POLICY

It is the policy of ACCYS to provide interpreter services (at no cost) to persons with LEP to ensure them a meaningful opportunity to apply for, receive or participate in, or benefit from the services offered. The procedures outlined below will reasonably ensure that communication of information about services to LEP persons is in a language that they understand. In addition, ACCYS will provide for the effective exchange of information between staff/employees, clients, and/or families while providing services. Clients will have access to and should be encouraged to participate in all aspects of the opportunities available. Similarly, all information disseminated to the clients and their families must be provided in a language or mode preferred by the client.

GENERAL PROVISIONS

ACCYS will examine the services provided and develop and implement a system by which persons with LEP can meaningfully access services consistent with, and without unduly burdening, the fundamental mission of the agency.

There will be no denial of access to ACCYS and benefits as the result of a person's inability or limited ability to communicate in the English language. Under the guidelines of the Civil Rights Act of 1964, Title VI reasonable accommodations for language requirements of persons with LEP shall be made. These accommodations include:

1. Provision of oral and sign language interpretation,
2. Provision of translation of written material,
3. Provision of notice to persons with LEP of their right to language assistance and the availability of such assistance free of charge.

PUBLIC NOTICE:

Notice to the public regarding the language assistance policies and procedures, as well as, procedures regarding filing discrimination complaints shall be posted in the Agency lobby and provided to all staff to distribute to their clients.

ACCYS will provide information about assessment, achievement, and related issues, as well as, translated written materials to clients in their native language or in their preferred mode of

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communication. This means that it is ACCYS' responsibility to provide for translation and interpretation services to clients.

ACCYS will make every effort to provide an orientation to clients, as well as, to their family. The orientation should include basic information, a description of the program/service, and an assessment of practices and procedures. Expectations for participation and behavior should be clear to all involved.

ASSESSMENT:

A thorough assessment of the language needs of persons with LEP who are accessing services will use data compiled by the Census bureau, points of contact encountered by staff, data from school systems and County data systems. An estimation of the number of persons with LEP and identification of languages are to be made.

According to the US Census data, 5.5 percent of the population of Adams County, ages 5 and over, speak a language other than English at home.

The major LEP language group served by ACCYS, based on US Census data and referral history, is Spanish.

Although the Hispanic/Latino population in the county makes up only 5.1 % of the entire county population, there have been increasing referrals over the years to warrant special attention.

ACCYS will conduct monitoring of the language assistance program on a monthly basis to ensure that persons with LEP can acquire meaningfully access to all agency programs and services.

ACCYS will prepare an annual data collection report indicating the number of clients with limited English proficiency served and their native language background. The submission will include a narrative description of the service(s) provided to English language learners.

RESOURCES

Adams County has a service contract with interpreters who are certified through the Office of Pennsylvania Courts who offer LEP translation and interpretation in most major world languages and are available to provide services to LEP clients, as needed. These interpreters are approved by the County of Adams and follow the ethics of interpreting.

Other sources, available for consideration, are bi-lingual volunteers from Manos Unidas, Gettysburg College, Gettysburg's campus of Harrisburg Area Community College, Generation Diez, members from the Healthy Adams County Latino Services Task Force, or approved school interpreters from the Lincoln Intermediate Unit. Gettysburg College offers resources on the following languages: Spanish, Arabic, Chinese, Japanese, Italian, French, German, and Greek.

At this time, there is one Spanish speaking staff member at ACCYS, named as the LEP Lead, who may be available to interpret or translate, when not performing regular job duties.

The development of this written policy on language access is to ensure meaningful communication with LEP clients and that translated materials are available as needed (language identification cards and "One Moment Please" cards are available to all staff. They

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are located in “Master Forms” and in the LEP Binders. There is a binder located on the second and third floor. Binders have also been provided to the clerical unit and the Emergency Services worker).

Spanish Language Resources:

Resource information for Spanish speaking families is available in the Children and Youth lobby and are labeled as “Recursos en Espanol”. Resources in Spanish are also available for staff in the Resource Drawer located on the second floor/Intake area. The LEP Lead oversees these items and ensures they are available to clients and staff at all times. There is also a Resource List which names local services that are able to serve LEP Spanish speaking clients. See attachment for a list of these community resources.

A sign is posted in the Children and Youth lobby welcoming Spanish speaking clients. There are also Spanish signs for the exit and bathroom in the lobby area. The Pennsylvania Department of Public Welfare Nondiscrimination Policy is posted in the lobby in English and Spanish. Caseworkers also have access to this form and distribute it to clients.

Documents

The following translated forms can be found under “My Computer”- “Shared Courtnas”- “Children and Youth”- “Everyone Shared”- “Master Forms”- “Spanish Forms & Resources”

Intake

1. Colposcopic Informational Sheet
2. CPS Parent Letter
3. CPS Perpetrator Letter
4. CPS Unfounded Letter
5. HIPPA Consent Form
6. HIPPA Notice
7. Home Study Letter
8. Mandated Services Letter
9. Referral Received Contact Letter
10. Release of Information
11. Truancy - Parent Notification Letter

Other

12. ACCAC Client Information Form
13. ACCAC Client Survey
14. ACCAC Healing for Child Victims of Sexual Abuse and Their Families
15. ACCAC How You Can Help Your Child brochure
16. ACCAC parent consent for interviews
17. ACCAC parent handout-How to Face Trauma
18. ACCAC Permission Form
19. ACCYS Brochure
20. Adams County Children’s Advocacy Center (ACCAC) Brochure
21. Adams County Teen Group Information
22. Family Group Decision Making Brochure
23. Family Group Decision Making Informational Form
24. Gettysburg High School Affidavit for Enrollment
25. Home Alone Guidelines

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26. Toys for Tots Informational Sheet

Foster Care

- 27. Foster Care Informational Sheet
- 28. Foster Care Reimbursement Guidelines
- 29. Foster Care Reimbursement Rates
- 30. Foster Family Profiles
- 31. Foster Parent Agency Agreement
- 32. Prospective Foster Parent Application
- 33. Prospective Foster Parent Letter of Interest
- 34. What To Do To Become a Foster Parent
- 35. What You Need To Become a Foster Parent

Kinship

- 36. Emergency Caregiver Letter
- 37. Emergency Kinship Care Confirmation of Intent
- 38. Kinship Care Confirmation of Intent
- 39. Kinship Caregiver Letter

PROCEDURES

When meeting a client with LEP, take the following steps immediately to identify the client's native language and/or languages that he/she is able to understand and speak. Agency staff shall keep in mind that although there is currently one Spanish-speaking staff member at ACCYS, with the ability to translate and interpret, based on availability and with supervisory approval, this staff member is not the first line of contact with LEP clients.

Walk-Ins:

The receptionist will ask the client to identify his or her native language. If the client does not understand the question and no family members are present that can translate or assist, the caseworker or receptionist will show the client the Point-to-Talk Language Identification Flashcard (See attached) to identify the client's language. If the client's language can be determined, the receptionist should then show the client the "One Moment Please" Point-to-Talk information sheet (See attached) while he/she contacts the Intake Unit screener and reports that there is a LEP walk-in at the front desk.

The screener will take the LEP client to one of the interview rooms to assess if the LEP client has sufficient difficulty speaking, reading, writing or understanding the English language and if these difficulties may deny such individual the opportunity to succeed where the language of instruction is English or to participate fully in our society. If the determination is yes, the screener then obtains the approval from a supervisor to contact [a County Approved interpreter](#) utilizing the speakerphone in the room.

Over the Phone Interpretation:

The worker should contact the interpreter using the speakerphone. The worker should start by introducing himself or herself, briefly explaining the nature of the call to the interpreter, and requesting that the interpreter say a few words to the client to ensure that they are able to communicate. Next, the worker should begin speaking to the client in the First person, as if the interpreter was not there.

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Sample: CORRECT: What is your name?
INCORRECT: Ask her what her name is?
Pause at the end of a thought to allow the interpreter to interpret.

On Site Interpretation:

Contact County approved interpreters to obtain LEP or American Sign Language on-site interpreters. (See attached lists) Provide the interpreter with the Agency's name, your name, the language needed for interpretation along with the location, date, time, duration, and purpose (e.g. home visit, medical/legal appointment, court, etc.). Provide details to prepare the interpreter (i.e. interviewing client on suspected child abuse). Although interpreters may be able to interpret on short notice (24 hours), preference is for 1-week or more notice, prior to date needed.

Once the specifics of the on site interpreter visit is arranged, the worker should complete the "Interpreter's Bill of Costs" & the confidentiality form. The interpreter must sign the forms. Once the forms are complete, the worker is to submit these to the ACCYS fiscal department to ensure payment.

If a non-County approved volunteer interpreter is used, the interpreter must complete the "Case-Specific Non-Certified Foreign Language Interpreter Questionnaire" to qualify their ability to interpret. Once complete, the worker must submit this form to the ACCYS LEP Lead.

An informational sheet, "Instructions to all Interpreters who Appear Before the Court of Common Pleas of Adams County, PA" is also available for distribution. This form is located in the Intake resource area with the Spanish resources.

Hearing Impaired/American Sign Language Phone Interpretation:

If receiving a referral on a hearing-impaired client, the caseworker should determine if the client has access to a videophone or to a "relay public booth". Caseworkers may call Sorensen Video relay service at 1-866-327-8877 and give them the number for the client. Sorensen then calls the client and establishes a three-way call. The service will have a signer listen to your call and sign what you say in front of a video camera. The video signal is sent to the client's phone so that they can watch the signer interpret your call. The service signer then observes the client's sign response and translates that communication to the caseworker. **This service is free.**

If the hearing-impaired client does not have a videophone, they may be eligible to obtain a videophone for installation, at no cost to them. The only requirement is that they have broadband (Cable or DSL) internet service. The client applies for the videophones from:

Sorensen Communications
4192, South Riverboat Rd. Suite 100
Salt Lake City, Utah, 84123
Website: www.soresonvrs.com
Telephone (801) 287-9400 Fax: (801) 287-9401.

Translation of Documents:

COUNTY OF ADAMS

One of the most important aspects of translation is to know whom you are trying to reach. Make every effort to take audience usage, regionalisms, colloquialisms, and terminology into consideration to ensure that written translations are faithful to the original intent of the documents.

This Agency may submit copies of documents to translators for translation into the native language of the client with LEP. Caseworkers must coordinate their request for document translation with their unit supervisor prior to submission to translators.

MONITORING

ACCYS has designated an LEP Lead to monitor the language assistance program in order to ensure persons with LEP have meaningful access to programs, services, etc. from the Agency. This person's duties may include, but are not limited to:

1. Answering questions and addressing issues/complaints as they arise
2. Attend Latino Services Task Force Meetings each month
3. Maintaining a resource file of LEP services
4. Monitoring a formal, written plan that describes policies and procedures
5. Providing LEP technical assistance
6. Receipt and resolution of complaints regarding the provision of language assistance and notify clients of their rights to and how to file a complaint under Title VI with the Department of Health and Human Services

Caseworkers/staff should immediately notify the LEP Lead with any problems or concerns involving providing services to clients with LEP.

In order to ensure that clients with limited English proficiency are receiving quality services, caseworkers utilizing translation services will report concerns and/or problems.

STAFF TRAINING

Agency staff will be made aware of the policies and procedures for effective communication with persons with LEP. All ACCYS staff members will, as part of their new employee orientation, meet with the LEP Lead.

Additionally, all staff will receive LEP policy refresher training annually to ensure they are familiar and up-to-date on the LEP procedures and resources. All agency staff are encouraged to attend diversity training to develop an awareness of and knowledge about the different cultures encountered through their work at ACCYS. Cultural diversity and awareness is incorporated into the Charting the Course training for new workers through the Pennsylvania Child Welfare Training Center in Mechanicsburg, PA. The Pennsylvania Child Welfare Training Center is currently developing training regarding Latino culture and all agency staff, will be required to attend once it become available. Caseworkers with clients from different countries on their caseload are encouraged to research the customs and beliefs of their client in order to understand them better.

COUNTY OF ADAMS

Attachments:

1. Administrative Office of Pennsylvania Courts Interpreter Roster
2. InterpreTalk Point/Talk "One Moment Please" Information Sheet
3. Interpreter Forms-Billing, Confidentiality, Questionnaire, Instructions
4. Point-to-Talk Language Identification Flashcard
5. Resources List
6. What To Do/What Not To Do

COMPLIANCE

All caseworkers, casework supervisors, direct service and fiscal staff are expected to follow and abide by the Limited English Proficiency Policy and Procedures. Failure to comply with these policy and procedures will result in the following progressive disciplinary actions, in compliance with Adams County's Performance Expectations and Counseling Policy, enacted June 1, 2007, and Civil Service Regulations:

- A. Verbal Counseling - The supervisor verbally counsels a worker on the first infraction and makes notation of the date and discussion that occurred;
- B. Warning – When a worker makes a second infraction, a written warning will be given. The written warning must be documented on the Corrective Action Notice or the corrective action plan attached to the Corrective Action Notice;
- C. Written Reprimand – After a worker is issued a written warning and violates another Agency policy and/or procedure or displays inadequate performance, a Written Reprimand is given. A Written Reprimand must be documented on the Corrective Action Notice or attached to the Corrective Action Notice.
- D. Written Reprimand with Suspension – Issuance of a Written Reprimand with Suspension should follow the instructions of the Written Reprimand and clearly indicate that failure to correct these actions could result in termination. The duration of the suspension will be determined by the Assistant Administrator, Administrator along with the worker's direct supervisor and the County Human Resources Director;
- E. Notice of Termination – Issuance of Notice of Termination results in immediate termination of employment.
- F. Adams County Human Resource Department should be notified and consulted when any of the above measures is required.

LEP
12/2/08
SEM/msb

COUNTY OF ADAMS

6-4. Accurint Search Tool

The following information must be provided for the Accurint Search Tool for the Implementation Year 2010-11 and to request and justify the number of users needed for FY 2011-12.

Column Instructions

Column 1

Provide the number of Accurint users that your county was allotted in FY 2009-10. If you do not know the number of users your county was allotted, please contact the DPW/OCYF Accurint Manager listed in Appendix 8.

Column 2

Provide the number of Accurint users that your county was allotted in the tentative or final allocations for July 1, 2010 by DPW/OCYF. If the final FY 2010-11 allocations have not been provided by the submission deadline, counties should not create more user ID's than originally assigned in FY 2009-10. If you do not know the number of tentative or final users your county was allocated, please contact the DPW/OCYF Accurint Manager.

Column 3

Provide the number of additional Accurint users your county needs for FY 2011-12. Before requesting additional users, counties should analyze their current usage. Justification for additional users must include the following:

- The type of staff selected to use Accurint and the reasons why. Examples of the types of staff may include County Administrator, LSI paralegal, supervisor, JPO, etc.
- The average monthly number of users who did searches in FY 2009-10.
- The average monthly number of searches completed by users in FY 2009-10.
- The total number of searches completed by your county for FY 2009-10.

For assistance with an analysis of your county's usage, contact the DPW/OCYF Accurint Manager.

Column 4

Provide the total number of Accurint users your county would like for FY 2011-12. This number is calculated by adding columns 2 and 3 together.

Column 1	Column 2	Column 3	Column 4
Number of users assigned by DPW for FY 2009-10	Number of users assigned by DPW for FY 2010-11	Number of additional users requested for FY 2011-12	Total number of users requested for FY 2011-12
2	2	0	0

Provide Justification for Column 2: The agency mistakenly had 4 users initially, these included the County Administrator and Assistant Administrator as the Account Administrators with the LSI paralegal and Quality Assurance Program Specialist (QA PS) as the designated program users. However, currently there are only 2 users, with the QA PS also being the Account Administrator.

Provide Justification for Column 3: No requests for additional users.

COUNTY OF ADAMS

6-5. Information Technology

Submit a detailed description of the county's current Information Technology Plan. The description should provide answers to the following questions and should include what the county is doing in FY 2010-2011 and planning for FY 2011-2012

1. Does the county currently have an automated case management system that is sustainable?
 - a. If yes, describe the system and its functionality. **CAPS/ICAMS**
 - b. If no, describe how the county plans to transfer an already existing case management system from another county.
2. How does the county's current system or transfer system align with the goals of the Statewide Child Welfare Information System Strategic Plan (Statewide Plan)? **Our current system aligns with the statewide plan**
 - a. Interoperability – The system uses technology that is web-based and allows the efficient and secure exchange of information with other systems or components.
 - b. Real-Time Information – The system is accessible to all workers, allows the direct input of real time information and will be capable of exchanging real time information with a statewide database. Information is not first tracked on paper and then entered into the system by data entry staff.
 - c. Standardized Data – the system accurately collects and reports data associated with federal and state reporting, such as AFCARS; and can be enhanced to exchange data with a statewide database using a standard data schema.
 - d. Case Management System – the system is a true case management system that is used by all caseworkers and supervisors to manage day to day caseload activities. The system adequately supports the following functional areas: Case Management (Intake/Investigation, In-Home Services, Placement Services, Adoption, etc.); Eligibility; and Resource/Provider Management.
 - e. The system is compliant with DPW and/or Commonwealth Enterprise Standards and the system software code is public domain.
3. How does the county's current system or transfer system support other critical business areas such as Financial Management and Administrative Functions?
4. How does the county's current system or transfer system support the evaluation of child welfare outcomes in the areas of child safety, permanency and well-being?
5. How does the county plan support the reuse of existing IT assets?

If the county is requesting funding for ongoing or new development in their FY 2011-2012 ITG, the county must provide the following information.

1. Business Need - describe the business need for the ongoing or new development;
2. High Level Requirements – provide a description of the high level business and technical requirements;
3. Project Cost Proposal – provide the total costs for the development as well as the total estimated project costs if the development is part of a larger project; and
4. Cost/Benefit Analysis – provide a cost/benefit analysis that demonstrates the ongoing or new development provides a better return on investment than transfer of an already existing system or component.

Section 7: Required & Additional Language

7-1. Assurances

The following pages include assurance forms to be completed by counties. These forms are included:

- Assurance of Compliance/Participation
- Documentation of Participation by the Judiciary
- Assurance of Financial Commitment and Participation

The following forms must be signed and submitted in hard copy to:

Mr. Cliff Crowe
Office of Children, Youth and Families
Health and Welfare Building Annex
Seventh and Forster Streets
P.O. Box 2675
Harrisburg, Pennsylvania 17105-2675

and

Mr. James Anderson, Executive Director
Juvenile Court Judges' Commission
401 Finance Building
Harrisburg, Pennsylvania 17102-0018

**ASSURANCE OF COMPLIANCE/PARTICIPATION FORM
DOCUMENTATION OF PARTICIPATION BY THE JUVENILE COURT**

The Assurance of Compliance/Participation Form

The Assurance of Compliance/Review Form provided in this bulletin must be signed by the County Executive or a majority of the County Commissioners, the Juvenile Court Judge(s) or his/her designee, the County Human Services Director, the County Children and Youth Administrator, and the County Chief Juvenile Probation Officer and submitted with the FY2011-2012 Needs Based Plan and Budget submission.

The Assurance of Compliance/Review Form has two signatory pages. The first page is for the County Human Services Director, the County Children and Youth Administrator, the County Chief Juvenile Probation Officer and the Juvenile Court Judge(s) or his/her designee. This page must be submitted at the time of the county's implementation plan and needs based plan submissions. The second page is for the signatures of the County Executive or a majority of the County Commissioners. This page must be submitted at the time of the county's financial budget submission and must contain the financial commitment of the county.

COUNTY: _____

These assurances are applicable as indicated below.

_____ Fiscal Year 2011 - 2012 Children and Youth Needs Based Plan and Budget Estimate and/or the

_____ Fiscal Year 2010 - 2011 Children and Youth Implementation Plan

Note: A separate, signed Assurance of Compliance/Participation form must accompany the Children and Youth Implementation Plan and the Needs Based Plan and Budget when they are submitted separately. This Assurance of Compliance/Participation form cannot be modified or altered in any manner or the Children and Youth Implementation Plan and the Needs Based Plan and Budget will not be accepted.

COMMON ASSURANCES

I/We hereby expressly, and as a condition precedent to the receipt of state and federal funds, assure that in compliance with Title VI of the Civil Rights Act of 1964; Section 504 of the Federal Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Americans with Disabilities Act of 1990; the Pennsylvania Human Relations Act of 1955, as amended, and 16 PA Code, Chapter 49 (Contract Compliance Regulations):

1. I/We do not and will not discriminate against any person because of race, color, religious creed, ancestry, national origin, age, sex, sexual orientation or disability:
 - a. in providing services or employment, or in our relationship with other providers;
 - b. in providing access to services and employment for handicapped individuals.
2. I/We will comply with all regulations promulgated to enforce the statutory provisions against discrimination.

I/We assure that these documents shall constitute the agreement required by Title IV-E of the Social Security Act 42 U.S.C. § 672 (a)(2) for foster care maintenance and adoption assistance payments.

I/We assure:

- the County Children and Youth Agency and Juvenile Probation Office has the responsibility for placement and care of the children for whom Title IV-E foster care maintenance and adoption assistance payments are claimed;
- the County Children and Youth Agency/Juvenile Probation Office will provide each child all of the statutory and regulatory protections required under the Title IV-E agency, including permanency hearings, case plans etc.;
- the agreement between the Office of Children, Youth and Families and the County Children and Youth Agency/Juvenile Probation Office shall be binding on both parties; and
- the State Title IV-E agency shall have access to case records, reports or other informational materials that may be needed to monitor Title IV-E compliance.

I/We understand that any Administration for Children and Families (ACF) disallowance incurred as a result of county noncompliance with Title IV-E foster care maintenance, adoption assistance or Title IV-E administrative claim requirements will be the responsibility of the county.

I/We assure that all information herein is true to the best of my/our knowledge and belief, based on my/our thorough review of the information submitted.

EXECUTIVE ASSURANCES

In addition to the Common Assurances,

I/We assure that I/we have participated in the development of the Plan, are in agreement with the Plan as submitted and that all mandated services if funded by the Plan will be delivered.

I/We assure that these Plans comply with the "Planning and Financial Reimbursement Requirements for County Children and Youth Social Services Programs" as found in 55 PA Code Chapter 3140.

I/We assure that, when approved by the Department of Public Welfare, the attached Children and Youth Implementation Plan and Needs Based Plan and Budget, including any new initiatives, additional staff and/or increased services and special grants that are approved, shall be the basis for administration of public child welfare services for all children in need under Article VII of the Public Welfare Code, 62 P.S. § 701 et seq., as amended.

I/We assure that, where possible, the county will cooperate with state efforts to maximize the use of federal funds for the services in this Plan.

I/We assure that all contracts for the provision of services addressed herein will require the providers to comply with the Chapter 49 provisions (contract compliance regulations).

I/We assure that expenditure of funds shall be in accordance with these Plans and estimates and Department of Public Welfare regulations.

I/We assure that services required by 55 PA code 3130.34 through 3130.38 will be made available as required by 55 PA code 3140.17 (b)(2);

I/We assure that the capacity of both the county and the providers has been assessed and it is my/our judgment that it will be adequate to implement the Plan as presented;

I/We assure all Title IV-E foster care maintenance and adoption assistance payment eligibility requirements are met for the specified children, not merely addressed by the agreement;

I/We assure that the County Children and Youth Advisory Committee has participated in the development of this Plan and has reviewed the Plan as submitted; and

I/We assure that representatives of the community, providers and consumers have been given the opportunity to participate in the development of this Plan; and

I/We assure that the county programs that affect children (e.g., Mental Health, Mental Retardation, and Drug and Alcohol) have participated in the development and review of this Plan.

I/We understand that the accompanying budget projections are based on estimates and that the amounts may change when the state budget is adopted and final allocations are made.

I/We understand that substantial changes to the Plans subsequent to Departmental approval must be submitted to the Regional Office of Children, Youth and Families for approval.

NEW ASSUARANCE in FY 2011-2012 NBB Bulletin

I/We assure that all new Guardians Ad Litem have/will complete the pre-service training prior to being appointed to represent a child. If the GAL has not completed the pre-service training, costs incurred for representation of children by this GAL will not be claimed.

COUNTY ASSURANCE OF FINACIAL COMMITMENT AND PARTICIPATION

THE SIGNATURES OF THESE COUNTY OFFICIALS REPRESENTS AN ACKNOWLEDGEMENT OF COUNTY COMMITMENT TO ADHERE TO THE COMMON AND EXECUTIVE ASSURANCES CONTAINED IN THE PRECEEDING PARAGRAPHS AS WELL AS COUNTY COMMITMENT TO PROVIDE THE LOCAL FUNDS SPECIFIED IN THE PLAN AS NECESSARY TO OBTAIN THE MATCHING STATE AND FEDERAL FUNDS BASED ON THE COUNTY'S PROPOSAL. THE LOCAL FUND COMMITMENT AS PROVIDED IN THE COUNTY'S PROPOSAL TOTAL

\$ _____.

Signature(s)

County Executive/Mayor

_____	_____	_____
Name	Signature	Date

County Commissioners

_____	_____	_____
Name	Signature	Date

_____	_____	_____
Name	Signature	Date

_____	_____	_____
Name	Signature	Date