



**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC WELFARE
OFFICE OF CHILDREN, YOUTH AND FAMILIES
P.O. BOX 2675
HARRISBURG, PENNSYLVANIA 17105-2675**

Dear Colleague:

With the impetus provided both from the most recent federal Child and Family Services Review and from federal laws passed in recent years, as well as with the push for practice reforms and greater cross-systems efforts in both fields, the Office of Children, Youth and Families (OCYF) has been working diligently with key stakeholders to develop a practical framework for building and enhancing collaborative relationships between County Children and Youth Agencies and Juvenile Probation Offices. This collaboration began by holding regular meetings with Deputy Secretary Gold's Advisory Cabinet to discuss this framework and to begin the development of what would ultimately become the Shared Case Responsibility (SCR) Bulletin. A subsequent forum was held in December 2007 in State College at which many of you were in attendance. This meeting was an opportunity to provide insight and suggestions into the process to make the bulletin a document that would assist both agencies in working together to best serve the needs of families and children who cross over both systems. Since that time, we have continued to refine the draft bulletin to incorporate many suggestions from key stakeholders. This bulletin marks the start of a process, rather than an end point and like any culture shift, it will take time to fully implement and realize the impact of this work.

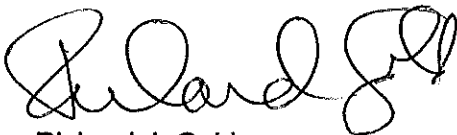
The purpose of the attached OCYF Bulletin, #3130-10-01, entitled "Shared Case Responsibility", is to provide a framework in which to build upon the work of the two primary family and youth serving agencies in each county, by providing guidance and recommendations for working together collaboratively to improve outcomes for those youth and families who interface with both agencies through shared case responsibility. These collaborative partnerships must continue to take advantage of the ever increasing body of knowledge and expertise to foster the development of new ideas and creative problem-solving to remove the barriers that can impede service delivery. Enhancing our service delivery will enable the families and youth we serve to realize better outcomes.

At an Advisory Cabinet meeting held in March 2010, the suggestion was made that every county children and youth agency and juvenile probation office should commit to developing a county level implementation plan as it relates to the requirements of this bulletin. In an effort to assist in this process, OCYF will offer technical assistance to counties through regional meetings, webinars or conference calls, starting in Summer 2010. However, prior to setting up that structure, we are requesting that these agencies, through individual county, multiple county or regional meetings to come together to develop preliminary plans for building collaboration, and identify their unique technical assistance needs for strengthening their capacity for collaborative partnering. Within 60 days of the bulletin issuance date, counties must submit their preliminary plans to their respective OCYF regional office. OCYF will review the plans in order to ensure the provision of more targeted assistance. To aid in that endeavor, we are attaching an outline of elements to consider as we prepare to move forward with implementation.

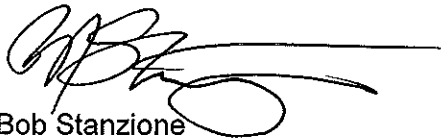
The effective date of this bulletin will be October 1, 2010 in order to coincide with the Federal Fiscal Year (FFY), as well as the Adoption and Foster Care Analysis Reporting System (AFCARS) report period, as these processes will create a slight change to the AFCARS reporting process. Counties will have one year to come into full compliance with the bulletin requirements. During the first year, the OCYF Regional Offices will review the implementation status of this bulletin during their annual licensing inspections for deficiencies related to the SCR process. Any deficiencies will be noted on the Licensing Inspection Summary, but will not impact license status. Through these notations, OCYF Regional Offices will be able to provide technical assistance to counties in order to assure a more thorough understanding and implementation of the SCR process.

Thank you for your leadership and commitment to promoting and reinforcing our collaborative partnerships to meet the needs of cross over youth and their families. Please do not hesitate to contact any of us or your OCYF Regional Office if you have any questions regarding the bulletin or related issues.

Attachments



Richard J. Gold
Deputy Secretary,



Bob Stanzione
President,
Pa. Council of Chief Juvenile Probation Officers

Very truly yours,



Jim Anderson
Executive Director,
Juvenile Court Judges'
Commission



Chuck Songer
Executive Director,
Pennsylvania Children and Youth
Administrators, Inc