**Indiana Family Preservation Services**

**Agenda and Questions**

**August 18, 2023**

**All Providers**

1. Concrete supports reminder and discussion—Please complete this form for any concrete spend, and send to Bridget McIntyre (*Bridget.McIntyre@dcs.in.gov*) or the Child Welfare Plan (*ChildWelfarePlan@dcs.in.gov*):

 <https://www.in.gov/dcs/files/Expense-Tracking-Agencies.xlsx>

**As a reminder, the anticipated costs of concrete supports were built into the per diem.**

The decision to use concrete supports should also be a team one with good planning to ensure families achieve maximum benefit from these supports.

This also is applicable for Probation!

1. INFPS has been submitted to the Title IV-E Prevention Services Clearinghouse. Submission was made August 4, and they have acknowledged receipt.
	1. If approved this model would be listed on the Clearinghouse as a Promising Practice model which would open up access to additional funding.
	2. We do not have an exact timeframe for the review, but there are a number of models in process for review
	3. We will keep you updated as we learn more
2. Service Hub. Please ensure you are updating that regularly.
	1. One thing that drives success to INFPS is getting support to families quickly which leads to greater family engagement
	2. Accurate information in the Services Hub allows FCMs to get families connected with providers much more quickly and effectively
	3. Use of the Services Hub dropped initial contact from 19 days to 5 days – this data validates the importance of using the Services Hub

1. *Required documentation to be uploaded into KT…*
	1. Initial Assessment (within 7 days of first face-to-face) Noted in Section I, L. of the Service Standard
	2. Initial Safety Plan (within 7 days of first face-to-face) Noted in Section I, L. of the Service Standard
	3. Monthly reports (by the 10th of the month following service, i.e., July report uploaded by August 10th). These reports should note your required weekly safety assessments (date of assessment and findings from the assessments). Can also update Initial Assessment, Treatment Plans, Safety Plans, Protective Factors Surveys (due within 30 days of receipt of referral, and every 90 days thereafter), and must document evidence-based interventions.

We are seeing LOTS of cases where there isn’t an Initial Assessment and/or Safety Plan uploaded in KT. The service standard states:

**“L. Providers must submit their initial assessment and safety plan within 7 days of their first face-to-face visit to the FCM.**

1. **Submissions should be made via upload to KidTraks” (top of page 3)**
2. Name the documents in some way to be clear that the Initial Assessment and Safety Plan are included
	1. No specific naming convention, just be clear
3. They can be the same document
4. Reminder about safety checks and requirement for conversations if safety concerns are identified or if a family isn’t seen as required for a week.
	1. Providers can use a format useful to your agency – no specific template
	2. Be thoughtful in safety plan – involve DCS, family, and CFT
	3. Safety checks should occur once weekly, every week – every child and formally involved caregiver must be seen; reasonably assess the home for safety
		1. Reasonable assessment – you don’t have to go in the attic, for example, but you DO need to go inside the home
	4. If you are not able to reach the family in a week – make PHONE CALLS beginning with the FCM, Supervisor, DM, LOD, RM, and finally the Hotline – keep calling until you can talk to someone personally (no emails, voice mails, texts, etc.)
5. Current case information: *(as of 8/17/23)*

|  |  |
| --- | --- |
| **Region** | **Family Pres Case Count** |
| 1 | 126 |
| 2 | 70 |
| 3 | 100 |
| 4 | 113 |
| 5 | 46 |
| 6 | 57 |
| 7 | 157 |
| 8 | 126 |
| 9 | 56 |
| 10 | 192 |
| 11 | 83 |
| 12 | 51 |
| 13 | 74 |
| 14 | 44 |
| 15 | 71 |
| 16 | 111 |
| 17 | 65 |
| 18 | 97 |
| **Grand Total** | **1639 (- 9)** |

|  |  |
| --- | --- |
| **Region** | **DCS Case** |
| 1 | 108 |
| 2 | 64 |
| 3 | 69 |
| 4 | 108 |
| 5 | 37 |
| 6 | 50 |
| 7 | 148 |
| 8 | 110 |
| 9 | 38 |
| 10 | 182 |
| 11 | 74 |
| 12 | 45 |
| 13 | 64 |
| 14 | 32 |
| 15 | 67 |
| 16 | 90 |
| 17 | 64 |
| 18 | 84 |
| **Grand Total** | **1434 (-24)** |

|  |  |
| --- | --- |
| **Row Labels** | **JD/JS** |
| 1 | 18 |
| 2 | 6 |
| 3 | 31 |
| 4 | 5 |
| 5 | 9 |
| 6 | 7 |
| 7 | 9 |
| 8 | 16 |
| 9 | 18 |
| 10 | 10 |
| 11 | 9 |
| 12 | 6 |
| 13 | 10 |
| 14 | 12 |
| 15 | 4 |
| 16 | 21 |
| 17 | 1 |
| 18 | 13 |
| **Grand Total** | **205 (+15)** |

1. *Updated stats:*
* *July was down 85 kids in out-of-home from June. We are at 8,519 as of 7/31/23, and June was our 28th out of the last 29 months with a reduction.*
* *July was an 18th month in a row exceeding the federal safety target of 94.6% (we were 95.09% in July 2023)*
* *The 8,519 kids in out-of-home care represents our lowest ever. We had our most ever on 10/31/2017 with 17,286. We’ve declined 50.7% since then.*
1. Questions received (no questions were received for this meeting):

Anything else?

1. We had our safety plan within the initial assessment and then was in our home checks. We have separated them now to make sure it was a different document. Do you want us to go back and do a separate safety plan for all of our cases?

It isn’t required to separate them. There is no naming convention for this. If you are going to include both together make sure your naming allows a reviewer to know what’s included.

1. What type of documentation would you like to see if we are unable to reach the FCM via phone?  Is email follow up indicating the phone call/voicemail then acceptable?
2. Document all the attempts to contact the chain of command.
3. Keep making phone calls until you can speak to someone personally
4. Email/voicemail does not confirm that DCS is aware you were not able to contact the family

If you are involved with a family who is involved with probation, but you believe DCS should be involved as well, what do you do?

We are all mandatory reporters – if you suspect child abuse or neglect, call the Hotline

**Next meeting (all providers): 9/15 @ 1:00 Eastern**

**Probation only: 9/8 @ 1:00 Eastern**

**THANK YOU!**