

PROBATION FORUM – ISSUES UPDATE

CWS/CMS User Resource Services Team

CONTACT US!

Jerry Cox, Manager
916-263-1124
jerry.cox@osi.ca.gov

Theresa Howell
916-263-0397
theresa.howell@osi.ca.gov

Rick Alfaro
916-263-8602
rick.alfaro@osi.ca.gov

Gina Blakemore
916-263-1581
adrian.blakemore@osi.ca.gov

Kim Carpenter
916-263-0342
kimrubi.carpenter@osi.ca.gov

Joell Reed
916-263-1141
joell.reed@osi.ca.gov

Nichole Thomas
916-263-1123
nichole.thomas@osi.ca.gov

Judy Zhang
916-263-5637
judy.zhang@osi.ca.gov

The User Resource Services Team (URST) is responsible for maintaining and making available to the counties application user training tools and documentation.



CWS/CMS Office
3775 N. Freeway Blvd., Suite 200
Sacramento, CA 95834

PROBATION FORUM FOLLOW-UP: September 27, 2012

Here is an update from our last Probation Forum meeting.

UPDATES ON PREVIOUS ISSUES

Issue #1: Many probation department staff create the TILP and the 90 day transition plan totally outside the CWS/CMS. These remain paper documents and some are recorded in other case management systems. Is this procedure in conflict with CDSS policy? **Status:** Resolved. Probation needs to document that the TILP and/or 90 Day Transition Plan were completed in the CWS/CMS Transition Plan Notebook. The documents are completed with the youth, so it is not expected that probation actually enter the information into CWS/CMS.

Issue #11: There have been reports of slowness in CWS/CMS performance once probation department users have successfully connected to the CWS/CMS application via the Server Based Computing Service (SBCS). **Status:** The SBC environment is moving forward with upgrades during September and October. Please continue to call in performance and connectivity Help Desk tickets.

Issue #16: Counties need clarification on Foster Care Eligibility for those NMDs not in a ST Service Component - like, FR. The application requires a ST Service Component in order to document participation criteria. However, Eligibility will not authorize FC payments because there are no documented participation criteria, which is an eligibility requirement. **Status:** Resolved through submission of SOC 161 to Eligibility. To correct CWS/CMS, a System Change Request would have to be submitted and prioritized. **Current Resolution:** CWS/CMS does not allow for a ST and FR service component at the same time. However, by submitting the SOC 161 to certify the nonminor's participation in extended foster care activities and sending this document to county eligibility staff, the eligibility requirement is met.

NEW ISSUES

Issue #17: Are there new aid codes that we should be entering in CWS/CMS for NMDs? **Resolved:** After researching this issue after the meeting, it was verified that no new aid codes were added to CWS/CMS for NMDs. If new aid codes need to be added to CWS/CMS for program/policy needs, a System Change Request will need to be submitted.





NEXT PROBATION FORUM

October 25, 2012
1:00 -2:30 PM
(877) 214-6371

Participant Code: 933687

Adobe Connect Meeting
Link:
<http://cahealthosi.adobeconnect.com/probation/>

We are on the Web!
www.hwcws.cahwnet.gov

NEW ISSUES continued:

Issue #18 - Can a NMD receive SSI and AB 12 funds at the same time? If not, and the NMD wants SSI and not AB 12 funds do they still remain under 450 status or do we terminate that status at a hearing and have them under general jurisdiction of the Court to enable them to opt back in if they have to? County discussion: Sacramento County shared that they encourage a NMD to go with the funding source that provides the better benefit. NMD's who opt to receive SSI solely (instead of AB 12 funds) are still considered WIC 450 NMDs. You may want to consider that if a NMD is receiving SSI, this benefit may can be difficult to get approval, and the benefit is often for a lifetime versus the AB 12 benefit is time limited. After the meeting, Sacramento added: After checking with their Eligibility staff, they clarified that a NMD can receive both SSI and AB12 funds if the SSI is below the foster care amount (usually not the case). Then the AB12 funds would make up the difference.

ADDITIONAL INFORMATION

Inter-County Transfer Protocol

The California Welfare Directors Association (CWDA) has finalized Casework Practices/Considerations for case transfers for court cases (Inter-County Transfer Protocol). This information was shared at the Probation Forum. Probation departments may want to give this consideration when transferring cases from one county to another. The document is attached.

Child Welfare Compliance by County

CDSS shared a draft of the Child Welfare Compliance by County for monthly placement visits report. The report is based on caseworker visits to children placed out of home, and lists visit compliance statewide, by child welfare and by probation. The report will go live (viewable by the public) in April 2013.

For more information on monthly caseworker visits, please refer to the following All-County Letters:

ACL 11-18 Monthly Caseworker Visits with Children Forms and Documentation for Probation Officers

ACL 10-19 Monthly Caseworker Visits with Children Forms and Documentation

Did You Know.....

Probation can view many reports on the Child Welfare Dynamic Report System at: http://cssr.berkeley.edu/ucb_childwelfare/CDSS_2C.aspx This system aggregates California's child welfare and foster care data into customizable tables that are refreshed quarterly and made openly available on a public website. This comprehensive data source allows those working at the county and state level to examine performance measures over time.

CASEWORK PRACTICES/CONSIDERATIONS

Background

It is recommended that counties observe the following casework practices when considering the transfer of a case to another county.

This appendix applies to ***court cases only***. For voluntary cases, close the case and make referral to other county, if necessary.

Casework Practice/Considerations for Minors

Primary Concerns

Primary concerns are whether the transfer is in the child's best interest and if the

- level of services the child and family needs can be met
 - case meets the criteria for transfer
-

Costs for Services

Prior to transfer, the costs for services being provided to a child and family should be discussed between counties so that responsibility for the ongoing costs is clarified.

If either parent is living in the home with a child placed with a relative caregiver, the parent should be advised that the caregiver may no longer be eligible for payment.

If a relative or NREFM is receiving a Special Care Increment (SCI) from the county of jurisdiction, they should be advised that a move to another county would adjust the SCI as the rate paid would be at the new county of residence's rate.

Moving and ICT

Transferring the case does not automatically mean moving the child.

When a case transfers, the parent and child do not have to reside in the same county. It is not necessary to move the child's placement to the receiving county.

If the child is moved during the transferring process the receiving county must be notified immediately and be sent a new case plan.

If the custodial parent is subject to frequent moves and is highly unstable, the transfer should not occur. It is recommended that the parent reside at least 30 consecutive days at the new address before considering it a residence for transfer purposes. If the plan is for the parent(s) to remain in a treatment facility for 6-12 months or longer, the two counties shall discuss the appropriateness of transferring the case.

Continued on next page

CASEWORK PRACTICES/CONSIDERATIONS, Continued

Stability of New Residence in FM Cases

When considering transferring a Court Family Maintenance case for a minor child, the transferring worker should ensure the family's residence in the receiving county is stable. Usually the child should be in the current residence at least 30 days.

Transfers of PP cases for Minors

The transfer must be in the child's best interest and a transfer of PP youth in a group home or institution is not acceptable. The following are some questions/issues transferring counties should consider to determine if the transfer of a PP case is appropriate:

- Length and stability of the child's placement--Has the child resided in the other county, in a stable placement, for twelve (12) months and there has been infrequent or no contact with the parents? If so, the transfer may be in the child's best interests (unless it is a group home placement).
- Case Plan--Is the worker recommending legal guardianship or Adoption, or a second period of FR, and will it occur soon? If so, the transfer may not be in the child's best interests.
- Relationship between the child and worker—This, combined with the worker's knowledge of the case, may indicate the case should remain with the current county if the travel distance is not too great.

Note: Do *not* transfer if the youth is 17.5 years old.

Transfer of a Minor in a Group Home

Transfers of a minor residing in a group home shall not occur until his/her treatment goals have been achieved and he/she has been placed in a lower level of care (e.g. foster home, relative or guardian). Consideration should also be given to whether the sending county has authorized any supplemental placement costs (e.g. a "Patch") that would require county funds in the receiving county.

Continued on next page

CASEWORK PRACTICES/CONSIDERATIONS, Continued

Child Residing in a Relative/NREFM Home

When the child resides in a relative or non-relative extended family member home and a reassessment of the approved home is due within 60 days from the date of the planned transfer request, then the transferring county shall complete the reassessment prior to giving primary assignment to the receiving county.

Casework Practice/Considerations for NMDs

General Practice Guidelines

In addition to meeting participation criteria and the NMD is requesting to remain in EFC, the county preparing to ICT the case should consider whether an ICT is in the NMD's best interests and will support the NMD's successful transition to adulthood.

ICT Considerations for NMD

If a NMD is under Dependency Court supervision for twelve (12) consecutive months and wants his/her case transferred, the following shall be considered. The NMD must:

- request and/or consent to the transfer of jurisdiction
Note: If the youth does *not* want to remain in EFC, the case will not be transferred.
- have resided within the other county **as a NMD** for twelve (12) consecutive months (stability of placement)
- not reside in a group home placement
- have a connection to the community (employment, school, etc.)
- maintain a connection with person(s) significant to the NMD

The sending county's social worker must:

- work with the NMD to develop, sign, and complete all required documents and actions (Example: Mutual Agreement, Transitional Independent Living Case Plan (TILCP) and Transitional Independent Living Plan (TILP), SOC 161, Special Immigrant Juvenile Status (SIJS), Supplemental Security Income (SSI) etc.)
 - ensure that all required documents are current, signed and in CWS/CMS (Example: SOC 161, SOC 162, TILCP, TILP, appropriate placement agreement, etc.)
-

Continued on next page

Dual Status NMD

If the NMD is a dual status case, the individual counties will consult on a case-by-case basis.

Nonminor, Non-dependent NRLG

The following apply if the nonminor is receiving age extended AFDC-FC **benefits** under a non-dependent non-related guardianship established in the Juvenile Dependency Court:

- The legal guardian must apply in the new county of residence for any benefits to continue.
- The sending county Eligibility staff will send a hard copy transfer packet to the receiving county upon request from the receiving county.
- The sending county social worker shall give the receiving county primary assignment of the case in CWS/CMS.
- The individual counties should consult on a case-by-case basis.

The following table lists the documents/forms to be included in the Eligibility transfer packet.

Document	Description
FC 18	Notification of AFDC-Foster Care Transfer
SAWS 1	Application for Cash Aid, Food Stamps, and/or Medi-Cal
FC 2	Statement of Facts Supporting Eligibility for AFDC-Foster Care (FC)
SOC 158A	Foster Child's Data Record including visit date within last 6 months
Birth verification	Birth Certificate or other verification as provided in EAS 42-201.
Social Security Enumeration	Social Security card or other acceptable documentation of SSN as provided in EAS 40-105.24
Documentation of Guardianship	Letter of Guardianship. If the letter of guardianship is not yet available, send a copy of the Juvenile Court minute order establishing guardianship and an explanation of what steps have been taken to obtain the letter of guardianship.
Income	Current income verification of the child
Property	Current property verification of the child
SOC 161 for youth age 18+ (Juv Ct Guardianship)	SIX-MONTH CERTIFICATION OF EXTENDED FOSTER CARE PARTICIPATION (most current, if youth is age 18+)
SOC 162 for youth age 18+ (Juv Ct Guardianship)	MUTUAL AGREEMENT FOR EXTENDED FOSTER CARE (most current, if youth is age 18+)
Notification to Reapply	Notification to the NRLG that he/she must re-apply for AFDC-FC in the receiving county as provided in EAS 40-188.121.

Continued on next page

Probate Guardianships

For non-minors in Probate guardianships to continue to access extended benefits up to age 19 if pending high school completion, the legal guardian must apply in the new county of residence. The sending county Eligibility staff will send a hard copy transfer packet to the receiving county upon request from the receiving county. The individual counties should consult on a case-by-case basis.

Probate guardianships

- do not have Court involved in the transfer
- require Eligibility and CMS case transfer
- continue benefits up to age 19, if the youth meets the high school completion requirements

The following documents should be included in the Eligibility transfer packet for a non-minor probate guardianship:

School Verification for youth age 18+ (Probate Guardianship)	Documentation from the school, for a child age 17 years or older, the child's attendance and expectation of graduation prior to age 19 as provided in EAS 45-201.
Legal Authority for youth age 18+ (Probate Guardianship)	SOC 155B – Mutual Agreement for 18 Year Olds

NMD ICT Exclusions

AN ICT shall **not** be recommended if one (1) or more of the following exist:

- the youth is 17.5 years of age through age 18
 - FR services are being provided to the parents of a NMD
 - the NMD has not resided within the county for twelve consecutive (12) months **as a NMD**
 - the NMD no longer meets participation criteria and not AFDC-FC eligible
 - the NMD resides in a group home and there is no plan in place to move to a lower level of care
 - the NMD has a plan of Adult Adoption or Tribal Customary Adoption
-