EXAMPLE REPORT #1 FOR FAMILY PRESERVATION SERVICES

October 30, 2020, Family Pres provider call

Report authored by George Junior Republic, and it stands out as a model report.

***STRENGTHS OF THE REPORT:***

* *Detailed Reason for Referral and Presenting Issues section (Detailed but concise, Paragraph 1, Page 1)*
* *The report lists specific case objectives (Paragraph 2, Page 1)*
* *Documentation of required weekly safety checks throughout (starting Paragraph 4, Page 1)*
* *Involved Family* ***AND*** *DCS in the creation of the Safety Plan, and documented sending it to the FCM (Paragraph 4, Page 1)*
* *Repeated references to EBPs being utilized throughout the report—Motivational Interviewing and 1-2-3 Magic (throughout report, but starting in Paragraph 4, Page 1)*
* *NCFAS referenced as an assessment tool (Paragraph 4 continued on Page 2)*
* *Involved caregiver in Treatment Plan development (Paragraph 5, Page 2)*
* *Spelled-out service recommendations (Paragraph 6, Page 2, but also for each specific Treatment Plan goal)*
* *Clear dates of contact (Paragraph 6, Page 3)*
* *Treatment Plan goals broken down with narratives,* ***including recommended interventions****, for each (Paragraph 7, Page 3, and beyond)*
* *Good evidence of teaming and following practice model (6/15 note on Page 4, and 6/11 note on Page 5)*
* *Did a Budget with the caregiver (6/22 note on Page 5)*
* *Did the Protective Factors Survey with the caregiver (6/8 note on Page 5)*
* *Completed the report on time (Page 6)*

***COULD BE IMPROVED:***

* *Talk more about the Protective Factors Survey process, including ideally the scores and the resulting conversation. Remember, starting conversations around protective factors is the real reason we are using that instrument.*
* *Was the Safety Plan uploaded into KidTraks as the service standards state (remember, the Initial Assessment and Safety Plan should both be uploaded into KidTraks within 7 days of the initial contact with the family—See section L on Page 3 of the Service Standards found here:* [*https://www.in.gov/dcs/files/Family%20Preservation%20Service%20Standard%20UPDATE.pdf*](https://www.in.gov/dcs/files/Family%20Preservation%20Service%20Standard%20UPDATE.pdf)*)*

***COOL THINGS ABOUT FAMILY PRES THAT ARE HIGHLIGHTED IN THIS REPORT:***

* *Got the family into services which wasn’t otherwise happening with fee-for-service (Paragraph 1, Page 1)*
* *Services are appropriately intensive, based on provider’s clinical judgement (Paragraph 1, Page 1)*
* *Evidence of discussion about community resources and access to them (Paragraph 3, Page 1)*
* *QUICK access to treatment (referred 6/3, first face-to-face 6/5)*