LCPA Monthly Meeting Minutes

Date: 4/6/22

**Foster Care Consultants Role Update – Nicci Chenowith:**

There is a current intent of transitional changes with Foster Care Consultant role which is to remove the consultants from annual submission review.  Consultants will continue to review Initial, Relicensure, and Exception/Waiver/Variance submissions.

During the first quarter Consultant goals were created and the number of reviews conducting were denoted.  See the numbers in next paragraph.

Second quarter transition will include “Approved – Not Reviewed” for annual submissions. The Consultant goals include timeframes for reviews. Each submission should be reviewed within 5 days; each review is manually tracked by each consultant, if there are concerns, the supervisor will address all concerns with staff timeliness.  From January 25th to March 31st the consultants have reviewed 1400 submissions, (breaks down about 28 reviews a day.)

Denials/Revocations are to be reviewed within 30; due process requires providing supporting documentation regarding legality of denials/revocations.

**Policy 12.15 Updated Guidance**

FAQ and One Pager will be provided via email distribution and with meeting notes. **(These are still being approved. Minutes will be updated when these are ready for distribution.)**

A Corrective Action Plan WITH placement hold shall be entered for any home that does not meet the annual statutory requirements. Annual Statutory requirements for Foster Family Homes include:

1. **A home visit with home study, hereafter referred to as SF 53213 Annual Report Regarding Resource Family Home.**
2. **Completion of In-Service Training:**
3. Each licensed foster parent is required to complete 15 ongoing training hours annually; foster home licenses indicated as ***Therapeutic*** require 20 ongoing training hours annually.
4. **Continuous certification in pediatric CPR and pediatric airway obstruction, First Aid, Universal Precautions, AND**
5. **If applicable, Well Water Testing.**
6. This is only applicable if the foster family home’s water source is a well.
7. Indiana code requires private water sources (wells) to be tested annually.  If a foster family is using that as their source of drinking and cooking water, the test results are non-negotiable.  A test must be conducted annually, and those results provided for their ongoing license using SF 54612.
8. A variance **may** be granted to utilize bottled drinking water in lieu of well water.  SF 54612 must be completed annually to record the variance request and be documented in the *License Summary* within the case management system.
9. If a variance is requested/granted, a test is **NOT** necessary.

**Overdue Annual Clean Up (Angie Smith – Grossman)**

Foster Care Unit for two years has addressed the overdue Annual Review clean up procedure. Annual Reviews must be in compliance with regulations. DCS currently has 600 overdue Annual Reviews from LCPAs. Every month Angela Smith-Grossman will talk individually with agencies in overdue status. Hope to have less than 200 in July 2022 of Overdue Annuals.

**High Acuity Needs Assessment (Crystal Whitis):**

How to serve high acuity youth who do not fit into their current treatment program and are not in the correct treatment environment?

Some ideas include different types of Residential Care, Foster Care and Emergency

Shelter Care.

DCS is working to identify the places in Indiana where there are youth with high acuity behavioral needs. Before DCS looks to expand or add new service types, it was determined that a high acuity needs assessment should be implemented to determine the true need. The target will be youth with high acuity needs who are in ESC or Residential settings, and for whom a 30day (or 5-day for ESC) notice has been given.

DCS is looking to ascertain:

1. Number of youth involved with high acuity needs and needing new/different treatment and placement environment?
2. Where should the new placement be for youth? I.e. What are the treatment recommendations moving forward?
3. Determine why youth are not being placed into the new placements? What factors are in the way of new placement?

High Acuity Needs Assessment will be conducted with residential providers in March/April. These will be completed by the Residential Licensing Specialists in communication with provider agency staff.

Next LCPA meeting is 5/4/22 at 1pm Eastern/12pm Central.