

CPMT Packet

12/09/14

Winchester CPMT Agenda

December 9, 2014, 1:30pm

WDSS, 10 Baker St

Winchester, VA 22601

Approve Minutes from 11/11/2014

Announcements

Financial Report

- a. Review of November 2014 Financials

Old Business

- a. Strategic Planning & Assignment of Work Committees
 1. Foundation & Structure (Blowe, Dopkowski, Gleason)
 2. Education, Training, & Expectations (Roussos, Kiser)
 3. Data-Driven Accountability & Service Provision (Scardino, Bober)
 4. CPMT Service Development (Kish, Devine)
- b. Eligibility Assessments for Non-Medicaid Youth – Letter

New Business

- a. Confidentiality Agreement
- b. Strategic Plan
- c. FAPT review within 14 days

Motion to Convene in Executive Session

Motion to convene in Executive Session pursuant to 2.2- 3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.

Motion to Come Out of Executive Session & Immediately Reconvene in Open Session

Motion to Certify Compliance by Roll Call Vote

Move that the members of the Winchester City CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.

Motion to Approve All Cases

Motion to Adjourn

Next Meeting: January 13, 2015 at 1:30pm, at Frederick/Winchester Health Department, 10 Baker Street, Winchester VA 22601

**NOVEMBER MINUTES
WITH FINANCIALS**

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Tuesday, November 11, 2014
 1:30 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
 Amber Dopkowski, Winchester Dept. of Social Services
 Eden Freeman, City of Winchester
 Mark Gleason, Northwestern Community Services Board
 Lyda Kiser, Parent Representative
 Paul Scardino, National Counseling Group

MEMBERS/OTHERS NOT PRESENT

Kelly Bober, Child Advocacy Center
 Dr. Charles Devine, Virginia Dept. of Health
 Sarah Kish, Winchester Public Schools
 Peter Roussos, Dept. of Juvenile Justice

Others Present:

Karen Farrell, Winchester Comprehensive Services Act
 Coordinator
 Connie Greer, Winchester Dept. of Social Services

RECAP OF CPMT VOTES:

Motion:

- Motioned to approve the minutes from October 14, 2014 CPMT Meeting.
- Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2-5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.
- Motion to come out of Executive Session
- Motion to Certify Compliance by Roll Call Vote Move that the members of the Winchester CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.
- Motion to Approve All Cases, as presented or amended
- Motion to adjourn CPMT Meeting

Action:

- 1st: Ms. Kiser
- 2nd: Ms. Dopkowski
- 1st: Ms. Kiser
- 2nd: Mr. Scardino

Status:

- Approved
- unanimously
- Approved
- unanimously

- 1st: Ms. Freeman
- 2nd: Ms. Dopkowski
- 1st: Ms. Dopkowski
- 2nd: Ms. Freeman

- Approved
- unanimously
- Approved
- unanimously

- 1st: Ms. Freeman
- 2nd: Ms. Dopkowski

- Approved
- unanimously

- 1st: Ms. Dopkowski
- 2nd: Ms. Freeman

- Approved
- Unanimously

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Tuesday, November 11, 2014
 1:30 p.m.

Item	Discussion	Action
<p>Call to Order/Additions to the Agenda</p> <p>Approval of Minutes</p> <p>Announcements</p>	<p>The meeting was opened by Chair, Mark Gleason, at 1:30 pm.</p>	<p>Ms. Kiser motioned to approve the minutes from October 14, 2014. Ms. Dopkowski seconded the motion. Motion to approve the minutes passed unanimously.</p> <p>Ms. Farrell reported that she attended the regional CSA Coordinators meeting in October. The Coordinators discussed drafting a letter to regional providers to encourage them to use the same languages for services across the board.</p>
<p>Financial Report</p>	<p>The Financial Report was distributed and included expenditures for October, 2014</p> <p>Report: October, 2014 Gross Expenditures: \$128,771.95 Expenditure Refunds: \$2,683.12 Net Expenditures: \$126,088.83 Local Dollars: \$58,590.66 Regular Medicaid Payments to Providers: \$96,669.92 Local Match: \$82,903.50</p> <p>Wrap Dollars Funds Beginning Balance: \$18,805.00 Encumbered: \$10,539.23 Disbursed: \$0.00 Remaining Funds: \$8,265.75</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$6,222.65 Disbursed: \$2,197.85 Remaining Funds: \$11,741.50</p> <p>Unduplicated Foster Care Case Count: 50 Average Spent per Child: \$8,228.33</p>	<p>Ms. Farrell reviewed the report.</p>

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Tuesday, November 11, 2014
 1:30 p.m.

Item	Discussion	Action
<p>Old Business:</p> <p>a. Strategic Planning Report-Assignment of Work Committees</p>	<p>Four Strategic Target Areas were identified as follows:</p> <ol style="list-style-type: none"> 1. CPMT Foundation and Structure (Dopkowski, Gleason, Blowe) 2. Common Ground through Education, Training and Shared Expectations (Rousson, Kiser) 3. Data-Driven Accountability and Service Provision (Scardino, Bober) 4. CPMT Services Development (Kish, Devine) 	<p>Mr. Gleason to email CPMT members to encourage them to review the plan and encourage them to review their roles in the plan.</p> <ol style="list-style-type: none"> 1. Met earlier on November 11. The Subcommittee has completed the majority of its assigned tasks. 2. No report 3. Working on standardize contract for providers. Continue to update and edit draft provider agreement. 4. No report.
<p>b. Eligibility Assessments for Non-Medicaid Youth</p>	<p>Request for Quote (RFQ) prepared</p>	<p>RFQ reviewed by City Risk Manager/Purchasing Agent who suggested a letter to potential providers setting out criteria may be sufficient. Ms. Dopkowski and Ms. Farrell to draft letter.</p>
<p>c. Therapeutic Foster Care – Medicaid eligible Case Management Fee</p>	<p>Discussion about payment by CSA of Case Management Fee charged by Therapeutic Foster Care Placement agencies if Medicaid denies approval of fee.</p>	<p>Ms. Farrell obtained clarification of policy from OCS. Determined that CSA can pay negotiated rate for services on case by case basis. If CSA pays case management fee, must carefully document why it approves the expense when Medicaid denies payment.</p>

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Tuesday, November 11, 2014
 1:30 p.m.

Item	Discussion	Action
d. Utilization Review Schedule	The utilization review schedule for therapeutic foster care shown in the June 2014 CSA Policy indicates a six month review schedule; the correct review schedule is three months.	Ms. Kiser motioned to amend the June 2014 CSA Policy to revise the Utilization Review period for Therapeutic Foster Care from six months to three months. Ms. Bober seconded. The motion passed unanimously.
e. Discretionary Language for CSA Coordinator	The CSA Coordinator requested the discretion to make revisions to budget bequests approved by FAPT for minor mathematical and/or typographical errors.	Ms. Dopkowski motioned to amend the June 2014 CSA Policy to adopt discretionary language to allow the CSA coordinator to make revisions to Budget Requests approved by FAPT for minor mathematical and/or typographical errors. Ms. Kiser seconded. The motion passed unanimously.
New Business a. CSA Basics Training	CSA Basics Training on October 23, 2014, 10 a.m. – 12 p.m., Eagle Board Room, Our Health Campus	Ms. Farrell trained about 20 members of staff of DJJ, NWCSB, and WPS.
b. Administrative Memo #14-09	Administrative Memo #14-09 dated October 23, 2014, regarding Licensure of Intensive Care Coordination by the Department of Behavioral Health and Developmental Services.	There is no requirement that ICC providers be licensed effective October 31, 2014.
c. Updated CANS Assessment and Software	CANVAS 2.0 is targeted for implementation in early 2015. A new user guide and resource and training material are being developed. More information to follow.	No action necessary at this time.
d. 3.1.5 Referrals to Family Assessment and Planning Team – Emergency Services	State requirements indicate that Emergency Placement Services must be presented to FAPT within 14 days of service date. There could be a problem meeting that deadline with the current FAPT meeting schedule of the 1 st and 3 rd Thursday of each month.	Ms. Farrell to discuss with FAPT team the possibility of convening ad hoc FAPT meetings to process emergency funding if necessary. Ms. Farrell will also speak to other local CSA coordinators to see what other area FAPT teams are doing.
Motion to Convene in Executive Session	Motion to convene in Executive Session pursuant to 2.2-371.1(A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment	Mr. Gleason asked that the meeting move into Executive Session. On motion by Ms. Kiser, seconded by Mr. Scardino, the meeting moved into Executive Session.

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Tuesday, November 11, 2014
 1:30 p.m.

Item	Discussion	Action
	and planning team and whose case is being reviewed by the community policy and management team.	
Motion to Come Out of Executive Session & Immediately Reconvene in Open Session		Motion to come out of Executive Session by Ms. Freeman and seconded by Ms. Dopkowski. Approved unanimously.
Motion to Certify Compliance by Roll Call Vote	Move that the members of the Winchester CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.	Motion to Certify Compliance by Roll Call Vote was made by Ms. Dopkowski, seconded by Ms. Freeman, and unanimously approved.
Motion to Approve All Cases	Motion to Approve all cases as accepted or amended.	All cases were approved, as noted, on motion by Ms. Freeman, seconded by Ms. Dopkowski. Motion was approved unanimously.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Tuesday December 9, 2014 at 1:30 p.m., Winchester Frederick County Health Department, 10 Baker Street, Conference Room, Winchester VA	The meeting was adjourned on motion by Ms. Freeman and seconded by Ms. Dopkowski at 2:58 p.m.

Attachments: October 2014 Financials
 Administrative Memo #14-09
 Memo regarding CANS Assessment and Software

Transcribed by CPG

OCTOBER FINANCIALS

CSA Pool Reimbursement Request Report Worksheet

Date: October 27, 2014

Period Ending: October 31, 2014

Chart A

Part 1 - Expenditure Description

	Number of Clients	Gross Total Expenditures	Expenditure Refunds	Net Total Expenditures
1. Congregate Care/Mandated & Non-Mandated Residential Services				
1a. Foster Care - IV-E Child in Licensed Residential Congregate Care	2	4,713.60		4,713.60
1b. Foster Care - all other in Licensed Residential Congregate Care	1	5,921.10		5,921.10
1c. Residential Congregate Care - CSA Parental Agreements; DSS Non-Custodial	2	10,498.64		10,498.64
1d. Non-Mandated Services/Residential/Congregate Care			1.35	-1.35
1e. Educational Services - Congregate Care	4	35,563.20		35,563.20

	Number of Clients	Gross Total Expenditures	Expenditure Refunds	Net Total Expenditures
2. Other Mandated Services				
2a. Treatment Foster Care - IV-E	15	49,358.55		49,358.55
2a.1 Treatment Foster Care	3	8,434.60	1,573.02	6,861.58
2a.2 Treatment Foster Care - CSA Parental Agreements; DSS Non-Custodial		0.00		0.00
2b. Specialized Foster Care - IV-E; Community Based Services		0.00		0.00
2b.1 Specialized Foster Care		0.00		0.00
2c. Family Foster Care - IV-E; Community Based Services	1	58.00		58.00
2d. Family Foster Care Maintenance Only	2	2,072.00	248.73	1,823.27
2e. Family Foster Care - Children Receiving Maintenance/Basic Activities; IL	1	541.00	174.02	366.98
2f. Community Based Services	5	7,811.66	686.00	7,125.66
2f.1 Community Transition Services		0.00		0.00
2g. Special Education Private Day Placement	1	3,699.60		3,699.60
2h. Wrap-Around Services for Students With Disabilities		0.00		0.00
2i. Psychiatric Hospitals/Crisis Stabilization Units		0.00		0.00
3. Non-Mandated Services/Community Based	1	100.00		100.00
4. Grand Totals: Sum of categories 1 through 3	38	128,771.95	2,683.12	126,088.83

Part 2 - Expenditure Refund Description (reported in line 4)

Vendor Refunds and Payment Cancellations			
Parental Co-Payments		741.00	
Payments made on behalf of the child (SSA, SSI, VA benefits)		369.10	
Child Support Collections through DCSE		1,573.02	
Pool prior-reported expenditures re-claimed under IV-E			
Other (specify)			
Total Refunds (must agree with line 4)		2,683.12	

Chart B



**CSA Reports
Pool
Reimbursement
Reports
FY15
Transaction
History for
Winchester -
FIPS 840
Pended
Forms are not
on this report**

Active Pool Report Preparers
Nancy Valentine (540) 686-4838
Donna Veach (540) 686-4826
Amber Johnson (540) 686-4823
Karen Farrell (540) 686-4832

Transaction History

Match Rate: 0.4587	Status	Period End	Date Filed	Total Amount	State	Local
Beginning Balance				\$1,206,997.00	\$653,308.99	\$553,688.01

Pool Reimbursement History

<u>9</u>	07/31/2014	08/06/2014	\$271.75	\$129.94	\$141.81
<u>9</u>	08/31/2014	09/03/2014	\$66,462.27	\$37,034.51	\$29,427.76
<u>9</u>	09/30/2014	10/02/2014	\$121,923.88	\$68,589.95	\$53,333.93
<u>1</u>	10/31/2014	11/03/2014	\$126,088.83	\$67,498.17	\$58,590.66
Pool Reimbursement Expenditure Totals			\$314,746.73	\$173,252.57	\$141,494.16

Supplement History

Supplement Totals			\$0.00	\$0.00	\$0.00
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CSA System Balance			\$892,250.27	\$480,056.42	\$412,193.85
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Transaction History without WRAP Dollars

Match Rate: 0.4587	Status	Period End	Date Filed	Total Amount	State	Local
Beginning Balance				\$1,176,583.00	\$636,846.99	\$539,736.01

Pool Reimbursement History

-	07/31/2014	08/06/2014	\$271.75	\$129.94	\$141.81
-	08/31/2014	09/03/2014	\$66,462.27	\$37,034.51	\$29,427.76
-	09/30/2014	10/02/2014	\$121,923.88	\$68,589.95	\$53,333.93
-	10/31/2014	11/03/2014	\$126,088.83	\$67,498.17	\$58,590.66

Pool Reimbursement Expenditure Totals **\$314,746.73** **\$173,252.57** **\$141,494.16**

Supplement History

Supplement Totals **\$0.00** **\$0.00** **\$0.00**

CSA System Balance (Non-WRAP): **\$861,836.27** **\$463,594.42** **\$398,241.85**

Transaction History WRAP dollars only

Match Rate: **0.4587** **Status Period End** **Date Filed** **Total Amount** **State** **Local**

WRAP Allocation Additions History

	08/06/2014	\$18,805.00	\$10,178.00	\$8,626.00
	10/26/2014	\$11,609.00	\$6,283.00	\$5,325.00

WRAP Allocation Additions Totals **\$30,414.00** **\$16,461.00** **\$13,951.00**

Pool Reimbursement History - WRAP only

-	07/31/2014	08/06/2014	\$0.00	\$0.00	\$0.00
-	08/31/2014	09/03/2014	\$0.00	\$0.00	\$0.00
-	09/30/2014	10/02/2014	\$0.00	\$0.00	\$0.00
-	10/31/2014	11/03/2014	\$0.00	\$0.00	\$0.00

Pool Reimbursement Expenditure Totals -WRAP only **\$0.00** **\$0.00** **\$0.00**

CSA System Balance (WRAP only): **\$30,414.00** **\$16,462.00** **\$13,952.00**

Wrap-Around Services for Students with Disabilities
2014 - 2015

Chart C

Child	7	9	11	13	12	6	TOTAL SPENT
Agency Worker	WPS-NREP Clatter	WPS-NREP Clatter	WPS Kish	WPS Kish	WPS-NREP Clatter	NWCSB Hines	
JUL							0.00
AUG							0.00
SEP							0.00
OCT							0.00
NOV							0.00
DEC							0.00
JAN							0.00
FEB							0.00
MAR							0.00
APR							0.00
MAY							0.00
JUN							0.00
TOTAL/ CHILD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			Beginning Balance				18,805.00
			Disbursed				0.00
			Encumbered				10,539.25
			Remaining Funds				8,265.75

CITY OF WINCHESTER
 COMPREHENSIVE SERVICES FUND BALANCE
 COMPREHENSIVE SERVICE ACT

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE			UNAPPROVED CREDIT		ADJUSTED FUND BALANCE
			BALANCE	ENCUMBRANCES	FUND BALANCE	AUTHORIZATIONS & POSOS	FUND BALANCE	
C14 CSA MANDATED 13/14 POS	1,235,536.00	1,164,561.80	70,974.20	5,000.00	65,974.20	0.00	65,974.20	
C14 CSA NON-MANDATED 13/14 POS	20,162.00	14,917.35	5,244.65	0.00	5,244.65	0.00	5,244.65	
C14 CSA W/A SRVS FOR STUDENTS 13/14 POS	23,424.00	11,795.00	11,629.00	0.00	11,629.00	0.00	11,629.00	
C15 CSA MANDATED 14/15 ASSIST	16,000.00	1,794.90	14,205.10	0.00	14,205.10	0.00	14,205.10	
C15 CSA MANDATED 14/15 POS	1,140,421.00	351,195.60	789,225.40	679,667.80	109,557.60	13,307.00	96,250.60	
C15 CSA NON-MANDATED 14/15 POS	20,162.00	2,811.00	17,351.00	5,609.50	11,741.50	0.00	11,741.50	
C15 CSA W/A SRVS FOR STUDENTS 14/15	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00	4,000.00	
C15 CSA W/A SRVS FOR STUDENTS 14/15 POS	14,805.00	1,133.00	13,672.00	9,406.25	4,265.75	0.00	4,265.75	
	2,474,510.00	1,548,208.65	926,301.35	699,683.55	226,617.80	13,307.00	213,310.80	



COMMONWEALTH of VIRGINIA

Susan Cumbia Clare, M.Ed.
Executive Director

OFFICE OF COMPREHENSIVE SERVICES
Administering the Comprehensive Services Act for At-Risk Youth and Families

ADMINISTRATIVE MEMO #14-09

TO: CPMT CHAIRS
CSA COORDINATORS

FROM: SCOTT REINER

DATE: OCTOBER 23, 2014

SUBJECT: LICENSURE OF INTENSIVE CARE COORDINATION BY THE DEPARTMENT OF
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

CSA Administrative Memo #14-08, issued on September 15, 2014, described the intention of the Office of Licensing of the Department of Behavioral Health and Developmental Services (DBHDS) to establish licensure guidelines for Intensive Care Coordination (ICC).

The Office of Comprehensive Services has been notified that current DBHDS licensing regulations (12VAC 35-105) do not authorize the addition of this license without formal regulatory action. Therefore, there will be no requirement that ICC providers be licensed effective October 31, 2014.

Providers must continue to meet requirements of the policy of the State Executive Council for the provision of Intensive Care Coordination.

Attachments

Cc: Jennifer Faison, Executive Director
Virginia Association of Community Services Boards Services

Charlie Laslie, President
Virginia Coalition of Private Provider Associations

Les Saltzberg, Ph.D., Director
Office of Licensing, Virginia DBHDS



COMMONWEALTH of VIRGINIA

DEBRA FERGUSON, Ph.D.
COMMISSIONER

DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Post Office Box 1797
Richmond, Virginia 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

MEMORANDUM

TO: All DBHDS Licensed Providers

FROM: Les Saltzberg, Ph.D.
Director, Office of Licensing

DATE: October 22, 2014

SUBJECT: Intensive Care Coordination Licensing Not Required

On September 5, 2014, I sent a memo notifying you that the Office of Licensing had added a new license for Intensive Care Coordination (ICC). A guidance document distributed with the memo outlined the requirements and expectations for the new ICC license. The memo noted that current ICC providers would be required to become licensed by October 31, 2014.

As a result several questions received about these documents, I reviewed the current DBHDS licensing regulations (12 VAC 35-105) and determined that they do not authorize adding a new ICC license. Any licensing requirement for ICC will require regulatory action. Therefore, there will be no requirement for ICC providers to be licensed by the DBHDS Office of Licensing as of October 31, 2014 per the prior notification.

Providers currently offering ICC or seeking to add this service will continue to be required to comply with the policies of the State Executive Council for At-Risk Youth and Families for the provision of ICC. I apologize for any confusion or consternation caused by my September 5 memo. If you have any questions about this memo, please contact me at les.saltzberg@dbhds.virginia.gov.

pc: Debra Ferguson, Ph.D., Commissioner
Kathy Drumwright, Deputy Commissioner
Dee Keenan, Acting Assistant Commissioner
Office of Comprehensive Service



COMMONWEALTH of VIRGINIA

Susan Cumbia Clare, M.Ed
Executive Director

OFFICE OF COMPREHENSIVE SERVICES
Administering the Comprehensive Services Act for At-Risk Youth and Families

TO: CANS Super Users
CANVaS Report Administrators
CPMT Chairpersons
CSA Coordinators

FROM: Scott Reiner
Assistant Director

DATE: October 29, 2014

SUBJECT: Updated CANS Assessment and Software (CANVaS 2.0)

The Office of Comprehensive Services is pleased to announce improvements to the Virginia Child and Adolescent Needs and Strengths (CANS) assessment and upgrades to the online software CANVaS (Version 2.0). The CANS serves as the statutorily required assessment for all children and youth receiving CSA services. The revisions to the CANS grew from the desire to make the assessment more meaningful both in service planning and outcomes measurement to all local CANS users.

In the coming weeks, a series of "Fact Sheets" will be distributed to CANS Super Users, CANVaS Report Administrators, CPMT chairpersons and CSA coordinators to share with local staff on the progress of the implementation. A new user's guide and resource and training materials are being developed to assist in understanding the revisions. The target date for implementation is early in 2015, pending successful testing of the new software.

CANVaS 2.0 will provide a user-friendly interface, will be easier to navigate, and offers an improved method of local account creation (including for those raters who need access to multiple localities), enhanced security features, ability to transfer assessments for specific children, and new reports. We are especially pleased that case managers will be able to access individual child progress reports over time. Consistent with Dr. Lyons' Total Clinical Outcomes Approach (TCOM), these reports and additional ones may be aggregated at the local and state level to provide a management perspective on characteristics of children and families served, identify which children improve over time and better understand areas where improvement is not noted.

In addition to changes to the software, the revisions to the assessment improve the ability of the CANS to meet the needs of our child welfare partners. Based on the work of a group of staff from OCS, the Virginia Department of Social Services, and local Departments of Social Services, the updated CANS includes an enhanced focus on trauma, the child welfare outcomes of safety, permanency and well-being, and concurrent planning.

Please be on the look-out for the "Fact Sheets" which will provide important information on the "roll-out" and training opportunities for CANVaS 2.0. If you have questions about the revised CANS, please contact Carol Wilson at carol.wilson@csa.virginia.gov or (804) 662-9817 or Scott Reinter at scott.reiner@csa.virginia.gov or (804) 662-9082. Thank you.

NOVEMBER FINANCIALS

CSA Pool Reimbursement Request Report Worksheet

Date: December 2, 2014

Period Ending: November 30, 2014

Chart A

Part 1 - Expenditure Description

	Number of Clients	Gross Total Expenditures	Expenditure Refunds	Net Total Expenditures
1. Congregate Care/Mandated & Non-Mandated Residential Services				
1a. Foster Care - IV-E Child in Licensed Residential Congregate Care	1	1,820.00		1,820.00
1b. Foster Care - all other in Licensed Residential Congregate Care	1	6,118.47		6,118.47
1c. Residential Congregate Care - CSA Parental Agreements; DSS Non-Custodial	3	20,770.90		20,770.90
1d. Non-Mandated Services/Residential/Congregate Care	0	0.00		0.00
1e. Educational Services - Congregate Care	5	68,023.56		68,023.56

	Number of Clients	Gross Total Expenditures	Expenditure Refunds	Net Total Expenditures
2. Other Mandated Services				
2a. Treatment Foster Care - IV-E	15	33,665.37	327.00	33,338.37
2a.1 Treatment Foster Care	3	11,485.00		11,485.00
2a.2 Treatment Foster Care - CSA Parental Agreements; DSS Non-Custodial	0	0.00		0.00
2b. Specialized Foster Care - IV-E; Community Based Services	0	0.00		0.00
2b.1 Specialized Foster Care	0	0.00		0.00
2c. Family Foster Care - IV-E; Community Based Services	1	300.00		300.00
2d. Family Foster Care Maintenance Only	2	1,148.00	1,298.93	-150.93
2e. Family Foster Care - Children Receiving Maintenance/Basic Activities; IL	1	1,504.00	30.69	1,473.31
2f. Community Based Services	10	10,416.48	55.00	10,361.48
2f.1 Community Transition Services	0	0.00		0.00
2g. Special Education Private Day Placement	2	8,249.03		8,249.03
2h. Wrap-Around Services for Students With Disabilities	2	1,433.00		1,433.00
2i. Psychiatric Hospitals/Crisis Stabilization Units	0	0.00		0.00
3. Non-Mandated Services/Community Based	3	1,418.15		1,418.15
4. Grand Totals: Sum of categories 1 through 3	49	166,351.96	1,711.62	164,640.34

Part 2 - Expenditure Refund Description (reported in line 4)

Vendor Refunds and Payment Cancellations	
Parental Co-Payments	
Payments made on behalf of the child (SSA, SSI, VA benefits)	741.00
Child Support Collections through DCSE	970.62
Pool prior-reported expenditures re-claimed under IV-E	
Other (specify)	
Total Refunds (must agree with line 4)	1,711.62



Chart B

**CSA Reports
Pool
Reimbursement
Reports
FY15
Transaction
History for
Winchester - FIPS
840
Pended Forms
are not on this
report**

Active Pool Report Preparers
Nancy Valentine (540) 686-4838
Donna Veach (540) 686-4826
Amber Johnson (540) 686-4823
Karen Farrell (540) 686-4832

Transaction History

Match Rate: 0.4587	Status	Period End	Date Filed	Total Amount	State	Local
Beginning Balance				\$1,206,997.00	\$653,308.99	\$553,688.01
Pool Reimbursement History						
	<u>9</u>	07/31/2014	08/06/2014	\$271.75	\$129.94	\$141.81
	<u>9</u>	08/31/2014	09/03/2014	\$66,462.27	\$37,034.51	\$29,427.76
	<u>9</u>	09/30/2014	10/02/2014	\$121,923.88	\$68,589.95	\$53,333.93
	<u>9</u>	10/31/2014	11/03/2014	\$126,088.83	\$67,498.17	\$58,590.66
	<u>5</u>	11/30/2014	12/03/2014	\$164,640.34	\$88,596.71	\$76,043.63
Pool Reimbursement Expenditure Totals				\$479,387.07	\$261,849.28	\$217,537.79
Supplement History						
Supplement Totals				\$0.00	\$0.00	\$0.00
CSA System Balance				\$727,609.93	\$391,459.71	\$336,150.22

Transaction History without WRAP Dollars

Match Rate: 0.4587	Status	Period End	Date Filed	Total Amount	State	Local
Beginning Balance				\$1,176,583.00	\$636,846.99	\$539,736.01
Pool Reimbursement History						
	-	07/31/2014	08/06/2014	\$271.75	\$129.94	\$141.81
	-	08/31/2014	09/03/2014	\$66,462.27	\$37,034.51	\$29,427.76
	-	09/30/2014	10/02/2014	\$121,923.88	\$68,589.95	\$53,333.93
	-	10/31/2014	11/03/2014	\$126,088.83	\$67,498.17	\$58,590.66

-	11/30/2014	12/03/2014	\$163,207.34	\$87,821.03	\$75,386.31
Pool Reimbursement Expenditure Totals			\$477,954.07	\$261,073.60	\$216,880.47
 Supplement History					
Supplement Totals			\$0.00	\$0.00	\$0.00
 CSA System Balance (Non-WRAP):			\$698,628.93	\$375,773.39	\$322,855.54

Transaction History WRAP dollars only

Match Rate:	Status	Period End	Date Filed	Total Amount	State	Local
0.4587						
 WRAP Allocation Additions History						
			08/06/2014	\$18,805.00	\$10,178.00	\$8,626.00
			10/26/2014	\$11,609.00	\$6,283.00	\$5,325.00
 WRAP Allocation Additions Totals				\$30,414.00	\$16,461.00	\$13,951.00
 Pool Reimbursement History - WRAP only						
-		07/31/2014	08/06/2014	\$0.00	\$0.00	\$0.00
-		08/31/2014	09/03/2014	\$0.00	\$0.00	\$0.00
-		09/30/2014	10/02/2014	\$0.00	\$0.00	\$0.00
-		10/31/2014	11/03/2014	\$0.00	\$0.00	\$0.00
-		11/30/2014	12/03/2014	\$1,433.00	\$775.68	\$657.32
 Pool Reimbursement Expenditure Totals -WRAP only				\$1,433.00	\$775.68	\$657.32
 CSA System Balance (WRAP only):				\$28,981.00	\$15,686.32	\$13,294.68

CITY OF WINCHESTER
 COMPREHENSIVE SERVICES FUND BALANCE
 COMPREHENSIVE SERVICE ACT

Chart F

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED CREDIT		ADJUSTED FUND BALANCE
						AUTHORIZATIONS & POSOS		
C14 CSA MANDATED 13/14 POS	1,235,536.00	1,164,561.80	70,974.20	5,000.00	65,974.20	0.00	0.00	65,974.20
C14 CSA NON-MANDATED 13/14 POS	20,162.00	14,917.35	5,244.65	0.00	5,244.65	0.00	0.00	5,244.65
C14 CSA W/A SRVS FOR STUDENTS 13/14 POS	23,424.00	11,795.00	11,629.00	0.00	11,629.00	0.00	0.00	11,629.00
C15 CSA MANDATED 14/15 ASSIST	16,000.00	2,513.28	13,486.72	0.00	13,486.72	0.00	0.00	13,486.72
C15 CSA MANDATED 14/15 POS	1,140,421.00	517,646.04	622,774.96	575,157.77	47,617.19	60,487.50	0.00	(12,870.31)
C15 CSA NON-MANDATED 14/15 POS	20,162.00	3,889.25	16,272.75	2,849.75	13,423.00	0.00	0.00	13,423.00
C15 CSA W/A SRVS FOR STUDENTS 14/15	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
C15 CSA W/A SRVS FOR STUDENTS 14/15 POS	14,805.00	3,359.11	11,445.89	5,798.75	5,647.14	0.00	0.00	5,647.14
	2,474,510.00	1,718,681.83	755,828.17	588,806.27	167,021.90	60,487.50		106,534.40