

CPMT PACKET

04/14/2015

Winchester CPMT Agenda

April 14, 2015, 1:30pm
WDSS, 10 Baker St
Winchester, VA 22601

Approve Minutes from 03/10/2015, 0210/15 & 11/11/14

Announcements

Financial Report

- a. Review of March 2015 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. Strategic Plan Task Update
- c. Purchase of Service Agreement

New Business

- a. CSA New Coordinators Academy
- b. Meeting Time/Location
- c. Data Set Submitted
- d. Proposed CSA Policy: Serving Youth Referred to Residential Facilities Outside CSA Process
- e. Medicaid Memo 3/16/15 – Changes to Community Mental Health Rehabilitative Services

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: May 12, 2015 at 1:30pm, at Frederick/Winchester Health Department, 10 Baker Street, Winchester VA 22601

**March Minutes with
February Financials**

Minutes
 Winchester CPMT
 10 Baker Street
 Tuesday, March 10, 2015
 1:30 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
 Amber Dopkowski, Winchester Dept. of Social Services
 Mark Gleason, Northwestern Community Services Board
 Lyda Kiser, Parent Representative

MEMBERS/OTHERS NOT PRESENT

Eden Freeman, City of Winchester
 Kelly Bober, Child Advocacy Center
 Dr. Charles Devine, Virginia Dept. of Health
 Sarah Kish, Winchester Public Schools
 Peter Roussos, Dept. of Juvenile Justice
 Paul Scardino, National Counseling Group

Others Present:

Connie Greer, Winchester Dept. of Social Services

RECAP OF CPMT VOTES: NONE

Item	Discussion	Action
<p>Call to Order/Additions to the Agenda</p>	<p>The meeting was opened by Chair, Mark Gleason, at 1:31 pm.</p>	<p>There was not a quorum present.</p>
<p>Approval of Minutes</p>		<p>No business items were voted upon.</p>
<p>Announcements</p>		<p>None</p>
<p>Financial Report</p>	<p>The Financial Report was distributed and included expenditures for February, 2015</p> <p>Report: February, 2015 Gross Expenditures: \$185,793.87 Expenditure Refunds: \$2,434.92 Net Expenditures: \$183,358.95 Local Dollars: \$82,872.27 Regular Medicaid Payments to Providers: \$184,781.62 Local Match: \$52,974.58</p> <p>Wrap Dollars Funds Beginning Balance: \$18,805.00 Additional Allocation: \$11,609.00 Wrap Dollars Total Allocation: \$30,414.00 Encumbered: \$10,237.50 Disbursed: \$7,846.41 Remaining Funds: \$12,330.09</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$6,530.00 Disbursed: \$5,984.10 Remaining Funds: \$7647.90</p>	<p>Ms. Dopkowski reviewed the report.</p> <p>Ms. Karen Farrell, CSA Coordinator, requested the remaining 25% balance of the supplemental funding from the Office of Comprehensive Services last month. OCS did not approve the request at this time; they asked that we resubmit our request later.</p> <p>CPMT members requested that Ms. Farrell follow-up with the agencies and vendors using Wrap Funds to make sure there is nothing that can be unencumbered.</p>

Minutes
 Winchester CPMT
 10 Baker Street
 Tuesday, March 10, 2015
 1:30 p.m.

Item	Discussion	Action
	Unduplicated CSA Case Count: 83 Average Spent per Child: \$11,720.00	
<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 (Roussos, Kiser) 3. Data-Driven Accountability and Service Provision (Scardino, Bober) 4. CPMT Services Development (Kish, Devine) 	<ol style="list-style-type: none"> 1. No report 2. No report 3. A draft Agreement for Purchase of Service contract was distributed at last month's meeting. A version of this document is being used by Frederick County DSS currently. Mr. Scardino to send the document to Ms. Farrell to disseminate the document electronically to CPMT members, who are requested to review and provide their comments about the Agreement to Mr. Scardino directly. The subcommittee will present the revised draft at the April CPMT meeting. 4. No report.
<p>b. Eligibility Assessments for Non-Medicaid Youth</p>	Request for Quote (RFQ) letter mailed	Ms. Farrell reviewed the proposals and compiled a listing of qualified providers, attached hereto.
<p>c. Request for Supplemental Appropriation</p>	The supplemental allocation of \$61,908 was approved. OCS has awarded 75% of the funds at this time (\$46,431).	Ms. Farrell will request OCS to award the remaining \$15,477. OCS did not approve the request at this time; they asked that the request be resubmitted at a later date. An additional supplemental allocation will be requested in April.

Minutes
 Winchester CPMT
 10 Baker Street
 Tuesday, March 10, 2015
 1:30 p.m.

Item	Discussion	Action
d. Strategic Plan Task Update	Members discussed how to review/update the CPMT Strategic Plan developed in October 2013.	Ms. Farrell updated the plan to show which goals have been completed, and which are still in progress, attached hereto. Ms. Dopkowski will request Ms. Farrell electronically distribute the updated list of goals, asking each CPMT member to prioritize the goal as a High, Medium, or Low priority, and be prepared to discuss at next CPMT meeting.
e. Critical Service Gaps Survey		The results of the Survey are attached hereto.
f. Purchase of Service Agreement	A draft Agreement for Purchase of Service contract was distributed at last month's meeting. A version of this document is being used by Frederick County DSS currently.	Mr. Scardino to send the document to Ms. Farrell to disseminate the document electronically to CPMT members, who are requested to review and provide their comments about the Agreement to Mr. Scardino directly. The subcommittee will present the revised draft at the April CPMT meeting.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Tuesday April 14, 2015 at 1:30 p.m. Winchester/Frederick County Health Department, 10 Baker Street, Conference Room, Winchester VA.	The meeting was adjourned at 2:00 p.m.

Attachments: February 2014 Financials
 Qualified Community Providers, Non-Medicaid Youth Assessment
 CPMT Strategic Plan
 Critical Gap Survey
 Draft Agreement for Purchase of Services

Transcribed by CPG



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							
	9	07/31/2014	08/06/2014	\$271.75	\$129.94	\$141.81	
	9	08/31/2014	09/03/2014	\$66,462.27	\$37,034.51	\$29,427.76	
	9	09/30/2014	10/02/2014	\$121,923.88	\$68,589.95	\$53,333.93	
	9	10/31/2014	11/03/2014	\$126,088.83	\$67,498.17	\$58,590.66	
	9	11/30/2014	12/03/2014	\$164,640.34	\$88,596.71	\$76,043.63	
	9	12/31/2014	01/07/2015	\$204,456.19	\$111,822.17	\$92,634.02	
	9	01/31/2015	02/06/2015	\$105,557.78	\$57,224.70	\$48,333.08	
	5	02/28/2015	03/03/2015	\$183,358.95	\$100,486.68	\$82,872.27	
Pool Reimbursement Expenditure Totals				\$972,759.99	\$531,382.83	\$441,377.16	
Supplement History							
				01/21/2015	\$46,431.00	\$41,261.00	\$5,170.00
Supplement Totals				\$46,431.00	\$41,261.00	\$5,170.00	
CSA System Balance				\$280,668.01	\$163,187.16	\$117,480.85	

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	
	-	12/31/2014	01/07/2015	\$200,570.58	\$109,718.89	\$90,851.69	
	-	01/31/2015	02/06/2015	\$103,841.48	\$56,295.67	\$47,545.81	
	-	02/28/2015	03/03/2015	\$182,547.45	\$100,047.42	\$82,500.03	
Pool Reimbursement Expenditure Totals				\$964,913.58	\$527,135.58	\$437,778.00	
Supplement History							
				01/21/2015	\$46,431.00	\$41,261.00	\$5,170.00
Supplement Totals				\$46,431.00	\$41,261.00	\$5,170.00	
CSA System Balance (Non-WRAP):				\$258,100.42	\$150,972.41	\$107,128.01	

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
-		11/30/2014	12/03/2014	\$1,433.00	\$775.68	\$657.32
-		12/31/2014	01/07/2015	\$3,885.61	\$2,103.28	\$1,782.33
-		01/31/2015	02/06/2015	\$1,716.30	\$929.03	\$787.27
-		02/28/2015	03/03/2015	\$811.50	\$439.26	\$372.24
Pool Reimbursement Expenditure Totals - WRAP only				\$7,846.41	\$4,247.25	\$3,599.16
CSA System Balance (WRAP only):				\$22,567.59	\$12,214.75	\$10,352.84

Wrap-Around Services for Students with Disabilities
2014 - 2015

Chart C

Child	3	12	18	TOTAL SPENT
Agency Worker	WPS Mck	WPS-NREP Clatter	WPS-NREP Clatter	
JUL				0.00
AUG				0.00
SEP				0.00
OCT				0.00
NOV	300.00		1,133.00	1,433.00
DEC	260.00		3,625.61	3,885.61
JAN	470.00		1,246.30	1,716.30
FEB	245		566.50	811.50
MAR				0.00
APR				0.00
MAY				0.00
JUN				0.00
TOTAL/CHILD	1,275.00	0.00	6,571.41	7,846.41
			Beginning Balance	30,414.00
			Disbursed	7,846.41
			Encumbered	10,237.50
			Remaining Funds	12,330.09

Non-Mandated Funds
2014 - 2015

Chart D

Child	15	19	16	17	20	TOTAL SPENT
Agency	WPS	DJJ	NWCBS	WPS	DSS	
Worker	MCK	Young	Connell	MCK	Penn	
JUL						0.00
AUG			669.80			669.80
SEP	210.00		953.05	265.00		1,428.05
OCT	100.00					100.00
NOV		550.00	613.15	255.00		1,418.15
DEC		445.00	773.10	265.00		1,483.10
JAN		200.00		125.00		325.00
FEB				210.00	350.00	560.00
MAR						0.00
APR						0.00
MAY						0.00
JUN						0.00
JUN 1						0.00
TOTAL/ CHILD	310.00	1,195.00	3,009.10	1,120.00	350.00	5,984.10
		Beginning Balance				20,162.00
		Disbursed				5,984.10
		Encumbered				6,530.00
		Remaining Funds				7,647.90

Chart F

CITY OF WINCHESTER
 COMPREHENSIVE SERVICES FUND BALANCE
 COMPREHENSIVE SERVICE ACT

FUND NAME	ORIGINAL	BUDGET	REVISED	EXPENDITURES	FUND	ENCUMBRANCES	FUND
	BUDGET	REVISIONS	BUDGET		BALANCE		BALANCE
C15 CSA MANDATED 14/15 ASSIST	5,000.00	0.00	5,000.00	1,382.08	3,617.92	0.00	3,617.92
C15 CSA MANDATED 14/15 POS	1,197,852.00	0.00	1,197,852.00	958,811.20	239,040.80	522,677.01	(283,636.21)
C15 CSA NON-MANDATED 14/15 POS	20,162.00	0.00	20,162.00	5,984.10	14,177.90	6,530.00	7,647.90
C15 CSA W/A SRVS FOR STUDENTS 14/15 POS	30,414.00	0.00	30,414.00	7,846.41	22,567.59	10,237.50	12,330.09
	1,253,428.00	0.00	1,253,428.00	974,023.79	279,404.21	539,444.51	(260,040.30)

**February Minutes with
January Financials**

Minutes
Winchester CPMT
10 Baker Street
Tuesday, February 10, 2015
1:30 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
Kelly Bober, Child Advocacy Center
Dr. Charles Devine, Virginia Dept. of Health
Amber Dopkowski, Winchester Dept. of Social Services
Mark Gleason, Northwestern Community Services Board
Lyda Kiser, Parent Representative
Paul Scardino, National Counseling Group

MEMBERS/OTHERS NOT PRESENT

Eden Freeman, City of Winchester
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 accept Agenda for February 10, 2015 meeting
- Motioned to approve the minutes from January 13, 2015 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 a 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.

Action:

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

Status:

Approved
Unanimously
Approved
Unanimously
Approved
unanimously

1st: Dr. Devine
2nd: Ms. Kiser
1st: Dr. Devine
2nd: Ms. Kiser

Approved
unanimously
Approved
unanimously

Minutes
 Winchester CPMT
 10 Baker Street
 Tuesday, February 10, 2015
 1:30 p.m.

Motion:

- Motion to Approve All Cases, as presented or amended

Action:

1st: Dr. Devine
 2nd: Ms. Bober
 Mr. Scardino –
 abstained from 12
 cases
 Mr. Gleason –
 abstained from 2
 cases

Status:

Motion was
 approved with
 noted
 abstentions

- Motion to adjourn CPMT Meeting

1st: Ms. Dopkowski
 2nd: Ms. Bober

Approved
 Unanimously

Item	Discussion	Action
<p>Call to Order/Additions to the Agenda</p>	<p>The meeting was opened by Chair, Mark Gleason, at 1:30 pm. Mr. Gleason called for a motion to accept the presented Agenda for the meeting.</p>	<p>Mr. Scardino motioned to approve the Agenda for the February 10, 2015 meeting. Ms. Dopkowski seconded the motion. Motion to approve the Agenda passed unanimously.</p>
<p>Approval of Minutes</p>		<p>Mr. Scardino motioned to approve the Minutes from January 13, 2015. Ms. Dopkowski seconded the motion. Motion to approve the minutes passed unanimously.</p>
<p>Announcements</p>		<p>Ms. Farrell will be unable to attend the next CPMT meeting since she will be attending the CSA New Coordinators Meeting March 9-12.</p>
<p>Financial Report</p>	<p>The Financial Report was distributed and included expenditures for January 2015</p> <p>Report: January 2015 Gross Expenditures: \$106,292.78 Expenditure Refunds: \$735.00 Net Expenditures: \$105,557.78 Local Dollars: \$48,333.08 Regular Medicaid Payments to Providers: \$184,781.62 Local Match: \$52,974.58</p> <p>Wrap Dollars Funds Beginning Balance: \$18,805.00 Additional Allocation: \$11,609.00</p>	<p>Ms. Farrell reviewed the report.</p> <p>Ms. Farrell is requesting the remaining 25% balance of the supplemental funding from the Office of Comprehensive Services this month. A second supplemental request will likely need to be made next month.</p>

Minutes
 Winchester CPMT
 10 Baker Street
 Tuesday, February 10, 2015
 1:30 p.m.

Item	Discussion	Action
	Wrap Dollars Total Allocation: \$30,414.00 Encumbered: \$11,900.00 Disbursed: \$7,034.91 Remaining Funds: \$11,478.49 Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$6,530.00 Disbursed: \$5,424.10 Remaining Funds: \$8,207.90 Unduplicated Foster Care Case Count: 72 Average Spent per Child: \$10,963.00	
Old Business: a. Strategic Planning Report-Assignment of Work Committees	Four Strategic Target Areas were identified as follows: 1. CPMT Foundation and Structure (Dopkowski, Gleason, Blowe) 2. Common Ground through Education, Training and Shared Expectations (Roussos, Kisor) 3. Data-Driven Accountability and Service Provision (Scardino, Hober) 4. CPMT Services Development (Kish, Devine)	1. No report 2. No report 3. Distributed a draft Agreement for Purchase of Service contract. A version of this document is being used by Frederick County DSS currently. Ms. Farrell to disseminate the document electronically to CPMT members, who are requested to review and provide their comments about the Agreement to Mr. Scardino directly. The subcommittee will present the revised draft at the March CPMT meeting. 4. No report.
b. Eligibility Assessments for Non-Medicaid Youth	Request for Quote (RFQ) letter mailed	Ms. Farrell will review the proposals and compile a listing of qualified providers for March CPMT meeting.
c. Request for Supplemental Appropriation	The supplemental allocation of \$61,908 was approved. OCS has awarded 75% of the funds at this time (\$46,431).	Ms. Farrell will request OCS to award the remaining \$15,477 now. An additional supplemental allocation will be requested in March or April.

Minutes
 Winchester CPMT
 10 Baker Street
 Tuesday, February 10, 2015
 1:30 p.m.

Item	Discussion	Action
<p>New Business a. State CSA Meeting Notes</p>	<p>Ms. Farrell attended the State CSA Coordinators Meeting on January 23, 2015. (Agenda attached.)</p> <p>SEC task force recommended a Workgroup to review non CSA children placed in residential facilities and review proposed policy to address concerns. Workgroup representatives were elected from CSA Coordinators.</p> <p>State Legislature voting on bills that would direct CPMT's to establish as part of their policy, a process for parents and persons who have primary physical custody of a child to directly refer children to their care to the FAPT team.</p> <p>OCS has released a draft of Standardized Service Names that will begin to be used FY16.</p>	<p>No action necessary</p> <p>No action necessary at this time.</p> <p>Awaiting information regarding upcoming training on the new Service Names.</p>
<p>b. Critical Service Gaps Survey</p>		<p>Ms. Farrell requested members please forward their responses to her as soon as possible. The survey is due to OCS February 15.</p>
<p>Motion to Convene in Executive Session</p>	<p>Motion to convene in Executive Session pursuant to 2.2-2411(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.</p>	<p>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.</p>
<p>Motion to Come Out of Executive Session & Immediately Reconvene in Open Session</p>		<p>Motion to come out of Executive Session by Dr. Devine and seconded by Ms. Kiser. Approved unanimously.</p>
<p>Motion to Certify Compliance by Roll Call Vote</p>	<p>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.</p>	<p>Motion to Certify Compliance by Roll Call Vote was made by Dr. Devine, seconded by Ms. Kiser, and unanimously approved.</p>

Minutes
 Winchester CPMT
 10 Baker Street
 Tuesday, February 10, 2015
 1:30 p.m.

Item	Discussion	Action
Motion to Approve All Cases	Motion to Approve all cases as accepted or amended. Mr. Scardino – abstained from 12 cases Mr. Gleason – abstained from 2 cases	All cases were approved, on motion by Dr. Devine, seconded by Ms. Bober. Motion was approved with noted abstentions.
d. Strategic Plan	Members discussed how to review/update the CPMT Strategic Plan developed in October 2013.	Members reviewed the list of goals and noted many goals have been completed. Ms. Farrell to compile and distribute by March CPMT meeting a list of goals which are not completed, partially completed, and going in order to determine what is to do, and how to do it. Consider prioritizing the list and working as a team to accomplish the goals.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Tuesday March 10, 2015 at 1:30 p.m. Winchester/Frederick County Health Department, 10 Baker Street, Conference Room, Winchester VA	The meeting adjourned at 3:00 p.m.

Attachments: January 2014 Financials
 Statewide CSA Coordinators Meeting Agenda w/attachments

Transcribed by CPG

VA Form Reimbursement Request Report Worksheet

Date: February 3, 2015

Period Ending: January 30, 2015

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	5,134.22		5,134.22
1b. Foster Care - all other in Licensed Residential Congregate Care	0	0.00	8.88	-8.88
1c. Residential Congregate Care - CSA Parental Agreements; DSS Non-Custodial	3	16,695.56		16,695.56
1d. Non-Mandated Services/Residential/Congregate Care	0	0.00		0.00
1e. Educational Services - Congregate Care	4	25,459.44		25,459.44
2. Other Mandated Services				
2a. Treatment Foster Care - IV-E	10	25,994.95	251.00	25,743.95
2a.1 Treatment Foster Care	3	11,485.00	67.70	11,417.30
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	6	1,404.47	78.80	-78.80
2d. Family Foster Care Maintenance Only	1	536.90	297.93	1,404.47
2e. Family Foster Care - Children Receiving Maintenance/Basic Activities; II	1	1,309.20	30.69	238.97
2f. Community Based Services	14	9,562.02		1,278.51
2f.1 Community Transition Services	0	0.00		9,562.02
2g. Special Education Private Day Placement	2	6,669.72		0.00
2h. Wrap-Around Services for Students With Disabilities	2	1,716.30		6,669.72
2i. Psychiatric Hospitals/Crisis Stabilization Units	0	0.00		1,716.30
3. Non-Mandated Services/Community Based	2	325.00		0.00
4. Grand Totals: Sum of categories 1 through 3	50	106,292.78	735.00	105,557.78

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)	
Child Support Collections through DCSE	
Pool prior-reported expenditures re-claimed under IV-E	735.00
Other (specify)	
Total Refunds (must agree with line 4)	735.00



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>9</u>	11/30/2014	12/03/2014	\$164,640.34	\$88,596.71	\$76,043.63
	<u>9</u>	12/31/2014	01/07/2015	\$204,456.19	\$111,822.17	\$92,634.02
	<u>1</u>	01/31/2015	02/06/2015	\$105,557.78	\$57,224.70	\$48,333.08
Pool Reimbursement Expenditure Totals				\$789,401.04	\$430,896.15	\$358,504.89
Supplement History						
			01/21/2015	\$46,431.00	\$41,261.00	\$5,170.00
Supplement Totals				\$46,431.00	\$41,261.00	\$5,170.00
CSA System Balance				\$464,026.96	\$263,673.84	\$200,353.12

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
	-	12/31/2014	01/07/2015	\$200,570.58	\$109,718.89	\$90,851.69
	-	01/31/2015	02/06/2015	\$103,841.48	\$56,295.67	\$47,545.81
Pool Reimbursement Expenditure Totals				\$782,366.13	\$427,088.16	\$355,277.97
Supplement History						
			01/21/2015	\$46,431.00	\$41,261.00	\$5,170.00
Supplement Totals				\$46,431.00	\$41,261.00	\$5,170.00
CSA System Balance (Non-WRAP):				\$440,647.87	\$251,019.83	\$189,628.04

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
-		11/30/2014	12/03/2014	\$1,433.00	\$775.68	\$657.32
-		12/31/2014	01/07/2015	\$3,885.61	\$2,103.28	\$1,782.33
-		01/31/2015	02/06/2015	\$1,716.30	\$929.03	\$787.27
Pool Reimbursement Expenditure Totals - WRAP only				\$7,034.91	\$3,807.99	\$3,226.92
CSA System Balance (WRAP only):				\$23,379.09	\$12,654.01	\$10,725.08

Non-Mandated Funds
2014 - 2015

Chart D

Child	7	4	8	10	3	15	19	16	17	TOTAL
Agency	NREP	WPS	WPS	WPS	WPS	WPS	DJJ	NWCSB	WPS	SPENT
Worker	Clatter	Mck	Mck	Mck	Mck	Mck	Young	Connell	Mck	
JUL										
AUG										0.00
SEP						210.00		669.80		669.80
OCT						100.00		953.05	265.00	1,428.05
NOV										100.00
DEC							550.00	613.15	255.00	1,418.15
JAN							445.00	773.10	265.00	1,483.10
FEB							200.00		125.00	325.00
MAR										0.00
APR										0.00
MAY										0.00
JUN										0.00
JUN 1										0.00
TOTAL/	0.00	0.00	0.00	0.00	0.00	310.00	1,195.00	3,009.10	910.00	5,424.10
CHILD										
							Beginning Balance			20,162.00
							Disbursed			5,424.10
							Encumbered			6,530.00
							Remaining Funds			8,207.90

**November Minutes with
October 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:

- | <u>Motion:</u> | <u>Action:</u> | <u>Status:</u> |
|--|--|--|
| <ul style="list-style-type: none"> • Motioned to approve the minutes from October 14, 2014 CPMT Meeting. | <ul style="list-style-type: none"> 1st: Ms. Kiser 2nd: Ms. Dopkowski | <ul style="list-style-type: none"> Approved unanimously |
| <ul style="list-style-type: none"> • 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. | <ul style="list-style-type: none"> 1st: Ms. Kiser 2nd: Mr. Scardino | <ul style="list-style-type: none"> Approved unanimously |
| <ul style="list-style-type: none"> • Motion to come out of Executive Session. | <ul style="list-style-type: none"> 1st: Ms. Freeman 2nd: Ms. Dopkowski | <ul style="list-style-type: none"> Approved unanimously |
| <ul style="list-style-type: none"> • 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 resolution by which the closed meeting was convened were heard, discussed, or considered in the closed meeting. | <ul style="list-style-type: none"> 1st: Ms. Dopkowski 2nd: Ms. Freeman | <ul style="list-style-type: none"> Approved unanimously |
| <ul style="list-style-type: none"> • Motion to Approve All Cases, as presented or amended | <ul style="list-style-type: none"> 1st: Ms. Freeman 2nd: Ms. Dopkowski | <ul style="list-style-type: none"> Approved unanimously |
| <ul style="list-style-type: none"> • Motion to adjourn CPMT Meeting | <ul style="list-style-type: none"> 1st: Ms. Dopkowski 2nd: Ms. Freeman | <ul style="list-style-type: none"> 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: \$58,590.50 Regular Medicaid Payments to Providers: \$96,669.92 Local Match: \$82,903.50</p> <p>Wrap Dollars Funds Beginning Balance: \$18,805.00 Encumbered: \$10,539.25 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 (Roussos, Kiser) 3. Data-Driven Accountability and Service Provision (Sbardino, 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...</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, 10:30 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 Enclosure 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. 3.1.3 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 2.2-3711(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	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 #14-007
 Memo regarding CANS Assessment and Software

Transcribed by CPG

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	
Payments made on behalf of the child (SSA, SSI, VA benefits)	741.00
Child Support Collections through DCSE	369.10
Pool prior-reported expenditures re-claimed under IV-E	1,573.02
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
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CSA System Balance (Non-WRAP):	\$861,836.27	\$463,594.42	\$398,241.85
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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

Pool Reimbursement Expenditure Totals -WRAP only	\$0.00	\$0.00	\$0.00
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CSA System Balance (WRAP only):	\$30,414.00	\$16,462.00	\$13,952.00
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Wrap-Around Services for Students with Disabilities
2014 - 2015

Chart C

Child	7	9	11	13	12	6	TOTAL
Agency	WPS-NREP	WPS-NREP	WPS	WPS	WPS-NREP	NWCBSB	SPENT
Worker	Clatter	Clatter	Kish	Kish	Clatter	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/	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CHILD							
			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	EXPENDITURES	FUND	ENCUMBRANCES	FUND	UNAPPROVED CREDIT AUTHORIZATIONS & POSOS	ADJUSTED
	BUDGET		BALANCE		BALANCE		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	11,795.03	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

March Financials

CSA Pool Reimbursement Request Report Worksheet

Date: March 31, 2015

Period Ending: March, 2015

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	990.00		990.00
1b. Foster Care - all other in Licensed Residential Congregate Care		0.00	59.01	-59.01
1c. Residential Congregate Care - CSA Parental Agreements; DSS Non-Custodial	2	14,357.28		14,357.28
1d. Non-Mandated Services/Residential/Congregate Care		0.00		0.00
1e. Educational Services - Congregate Care	4	19,415.87		19,415.87

	Number of Clients	Gross Total Expenditures	Expenditure Refunds	Net Total Expenditures
2. Other Mandated Services				
2a. Treatment Foster Care - IV-E	12	30,212.55	60.00	30,152.55
2a.1 Treatment Foster Care	3	11,695.00	90.26	11,604.74
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	7	3,035.69		3,035.69
2d. Family Foster Care Maintenance Only	1	686.00	848.52	-162.52
2e. Family Foster Care - Children Receiving Maintenance/Basic Activities; II	1	923.28	205.44	717.84
2f. Community Based Services	19	15,781.16	67.00	15,714.16
2f.1 Community Transition Services		0.00		0.00
2g. Special Education Private Day Placement	1	3,614.09		3,614.09
2h. Wrap-Around Services for Students With Disabilities	1	1,331.28		1,331.28
2i. Psychiatric Hospitals/Crisis Stabilization Units		0.00		0.00
3. Non-Mandated Services/Community Based	1	280.00		280.00
4. Grand Totals: Sum of categories 1 through 3	53	102,322.20	1,330.23	100,991.97

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, SSL, VA benefits)	921.00
Child Support Collections through DCSE	409.23
Pool prior-reported expenditures re-claimed under IV-E	
Other (specify)	
Total Refunds (must agree with line 4)	1,330.23



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>9</u>	11/30/2014	12/03/2014	\$164,640.34	\$88,596.71	\$76,043.63
	<u>9</u>	12/31/2014	01/07/2015	\$204,456.19	\$111,822.17	\$92,634.02
	<u>9</u>	01/31/2015	02/06/2015	\$105,557.78	\$57,224.70	\$48,333.08
	<u>9</u>	02/28/2015	03/03/2015	\$183,358.95	\$100,486.68	\$82,872.27
	<u>1</u>	03/31/2015	04/02/2015	\$100,991.97	\$57,276.95	\$43,715.02
Pool Reimbursement Expenditure Totals				\$1,073,751.96	\$588,659.78	\$485,092.18
Supplement History						
			01/21/2015	\$46,431.00	\$41,261.00	\$5,170.00
Supplement Totals				\$46,431.00	\$41,261.00	\$5,170.00
CSA System Balance				\$179,676.04	\$105,910.21	\$73,765.83

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
	-	12/31/2014	01/07/2015	\$200,570.58	\$109,718.89	\$90,851.69
	-	01/31/2015	02/06/2015	\$103,841.48	\$56,295.67	\$47,545.81
	-	02/28/2015	03/03/2015	\$182,547.45	\$100,047.42	\$82,500.03
	-	03/31/2015	04/02/2015	\$99,660.69	\$56,556.33	\$43,104.36
Pool Reimbursement Expenditure Totals				\$1,064,574.27	\$583,691.91	\$480,882.36
Supplement History						
			01/21/2015	\$46,431.00	\$41,261.00	\$5,170.00
Supplement Totals				\$46,431.00	\$41,261.00	\$5,170.00
CSA System Balance (Non-WRAP):				\$158,439.73	\$94,416.08	\$64,023.65

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
-		11/30/2014	12/03/2014	\$1,433.00	\$775.68	\$657.32
-		12/31/2014	01/07/2015	\$3,885.61	\$2,103.28	\$1,782.33
-		01/31/2015	02/06/2015	\$1,716.30	\$929.03	\$787.27
-		02/28/2015	03/03/2015	\$811.50	\$439.26	\$372.24
-		03/31/2015	04/02/2015	\$1,331.28	\$720.62	\$610.66
Pool Reimbursement Expenditure Totals - WRAP only				\$9,177.69	\$4,967.87	\$4,209.82
CSA System Balance (WRAP only):				\$21,236.31	\$11,494.13	\$9,742.18

Wrap-Around Services for Students with Disabilities
2014 - 2015

Chart C

Child	3	12	18	TOTAL SPENT
Agency Worker	WPS Mck	WPS-NREP Clatter	WPS-NREP Clatter	
JUL				0.00
AUG				0.00
SEP				0.00
OCT				0.00
NOV	300.00		1,133.00	1,433.00
DEC	260.00		3,625.61	3,885.61
JAN	470.00		1,246.30	1,716.30
FEB	245		566.50	811.50
MAR			1,331.28	1,331.28
APR				0.00
MAY				0.00
JUN				0.00
TOTAL/CHILD	1,275.00	0.00	7,902.69	9,177.69
			Beginning Balance	30,414.00
			Disbursed	9,177.69
			Encumbered	7,405.00
			Remaining Funds	13,831.31

Non-Mandated Funds
2014 - 2015

Chart D

Child	15	19	16	17	20	TOTAL SPENT
Agency	WPS	DJJ	NWCSB	WPS	DSS	
Worker	Mck	Young	Connell	Mck	Penn	
JUL						0.00
AUG			669.80			669.80
SEP	210.00		953.05	265.00		1,428.05
OCT	100.00					100.00
NOV		550.00	613.15	255.00		1,418.15
DEC		445.00	773.10	265.00		1,483.10
JAN		200.00		125.00		325.00
FEB				210.00	350.00	560.00
MAR				280.00		280.00
APR						0.00
MAY						0.00
JUN						0.00
JUN 1						0.00
TOTAL/ CHILD	310.00	1,195.00	3,009.10	1,400.00	350.00	6,264.10
						0.00
		Beginning Balance				20,162.00
		Disbursed				6,264.10
		Encumbered				8,247.00
		Remaining Funds				5,650.90

Chart F

CITY OF WINCHESTER
 COMPREHENSIVE SERVICES FUND BALANCE
 COMPREHENSIVE SERVICE ACT

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED CREDIT		ADJUSTED FUND BALANCE
						AUTHORIZATIONS & POSOS	FUND BALANCE	
C15 CSA MANDATED 14/15 ASSIST	5,000.00	1,345.85	3,654.15	0.00	3,654.15	0.00	0.00	3,654.15
C15 CSA MANDATED 14/15 POS	1,197,852.00	1,058,194.12	139,657.88	607,177.00	(467,519.12)	7,053.50	(474,572.62)	(474,572.62)
C15 CSA NON-MANDATED 14/15 POS	20,162.00	6,264.10	13,897.90	8,247.00	5,650.90	0.00	5,650.90	5,650.90
C15 CSA W/A SRVS FOR STUDENTS 14/15 POS	30,414.00	9,177.69	21,236.31	7,405.00	13,831.31	0.00	13,831.31	13,831.31
	1,253,428.00	1,074,981.76	178,446.24	622,829.00	(444,382.76)	7,053.50	(451,436.26)	(451,436.26)

April Attachments

Strategic Plan Outstanding Goals

Strategic Target Area: Common Ground through Education, Training, and Shared Expectations

Goal 6: Develop an orientation program/strategy for CPMT, FAPT and Case Managers HIGH

Champion: Kelly Bober Supporting Staff: CSA Coordinator, CPMT/FAPT member TBD

Key Tasks/Activities	Target Dates
1. Identify orientation training material that should be addressed and what is specifically needed for the CPMT, FAPT, and case managers. Determine whether material already exists or needs to be created. If it needs to be created, identify a work group to do so.	Partially Completed
2. Develop packet/binder	Completed
3. Add packet to Winchester City government website	Completed
4. Implement orientation training for existing members (CPMT, FAPT, Case Managers)	Partially Completed
5. Implement orientation for new members (ongoing)	Partially Completed
6. Determine who/how to keep orientation materials current (i.e mechanism for updates)	Completed

Goal 7: Create a common understanding of roles and expectations between each level regarding CSA HIGH

Champion: Amber Supporting Staff: CSA Coordinator and any other

Key Tasks/Activities	Target Dates
1. Attend CSA training by Stacey Fisher of OCS on roles/ responsibilities of CPMT and FAPT	11/1/13 Not Completed
2. Schedule a joint meeting between CPMT and FAPT to discuss roles and responsibilities as a follow up to the training	1/1/14 Not Completed
3. Schedule quarterly joint meetings between CPMT and FAPT to discuss relevant issues	4/1/14 Not Completed

Goal 9: Provide training to address relevant topics and improve skills/identify needs

Champion: Julie Van Winkle

Supporting Staff: Susan Groom

Key Tasks/Activities	Target Dates
1. Send out survey to case managers, FAPT, CPMT members to develop top training needs	Ongoing
2. Prioritize topics and review with CPMT	Need Plan
3. Determine organizations/agencies/providers with appropriate expertise and inquire regarding willingness to participate	Ongoing
4. Identify location and schedule training - send invites	Ongoing

Strategic Target Area: Data-Driven Accountability and Service Provision

Goal 10: Develop contract for vendors

Champion: Paul Scardino

Supporting Staff: CPMT

Key Tasks/Activities	Target Dates
1. Evaluate model OCS contract for viability	1/1/14 Partially Completed
2. Review other area CPMT contracts	1/1/14 Partially Completed
3. Define provider responsibilities	3/1/14 Partially Completed
4. Define desired outcomes reporting formats	3/1/14 Partially Completed
5. Define specific outcomes to follow	2/1/14 Partially Completed
6. Incorporate outcomes reporting into contract	7/1/14 Partially Completed
7. Consider how to structure contracts that enable provider to have time and resources to create desired reports (Note: Paul to assist with this information)	7/1/14 Partially Completed

Goal 11: Ensure quality and appropriate level of services through UM and UR

Champion: CSA Coordinator

Supporting Staff: CPMT

Key Tasks/Activities	Target Dates
1. Review current FAPT UM/UR process including: FAPT reviews, plans, progress, outcomes, overall expenditures	7/1/14 Not Completed
2. Review and evaluate current UM/UR process to ensure it meets OCS requirements	7/1/14 Not Completed
3. Define how to incorporate outcomes data into our QA process	7/1/14 Not Completed

Goal 12: Develop and implement a system to track fund expenditures and service allocations

Champion: CSA Coordinator

Supporting Staff: CPMT

Key Tasks/Activities	Target Dates
1. Develop a proposal for a system to track fund expenditures and service allocations (replicate the systems of others as appropriate)	Not Completed
2. Present proposed system to the CPMT	3/1/14 Not Completed
3. Define desired data	Not Completed
4. Define desired report schedule	3/1/14 Not Completed
5. Define interface and interaction with QA plan	7/1/14 Not Completed
6. Potential report types include the following: <ul style="list-style-type: none"> • Costs by service (completed) • Costs by provider (2015) • Costs by population type (2015) • Costs by specific child (completed) 	Not Completed

Strategic Target Area: CPMT Services Development

Goal 13: Create action plan for services development

Champion: Julie Van Winkle

Supporting Staff: CPMT Members, CSA Coordinator

Key Tasks/Activities	Target Dates
1. Collect and review available data/reports and identify service gaps (individual CPMT Members will contact respective information holders to obtain this information)	1/1/14 Not Completed
2. Analyze and report on data findings to the CPMT (1-2 CPMT Members review the data and prepare the report)	5/1/14 Not Completed
3. Develop screening criteria/mechanism to identify priorities prior to CPMT meeting discussion	6/1/14 Not Completed
4. Agree on top priorities and prioritize them through CPMT meeting discussion	8/1/14 Not Completed
5. Develop Action Plans to address the priorities (to be developed within CPMT)	10/1/14 Not Completed
6. Implement the Action Plans as prescribed	Not Completed

Goal 14: Develop strategy to close gaps in mandated services, beginning with eligibility assessments HIGH

Champion: Mark Gleason

Supporting Staff: Paul Scardino

Key Tasks/Activities	Target Dates
1. Review existing models for completing eligibility assessments and bring information and recommendations to CPMT Members	Completed
2. Review in CPMT meeting, endorse particulars that are attractive to vendors and develop a CPMT review mechanism for looking at vendor proposals	Completed
3. Develop a strategy (i.e. mailing, meeting) to make our existing providers aware of the need that we have for eligibility assessments (potentially make vendors aware of some strategies used by other providers)	Completed
4. Review responses from interested parties and refine strategy as needed	Completed
5. Develop contract	Completed
6. Implement services as and replicate the process to close other service gap	Partially

MEMORANDUM

TO: Virginia Federation of Families
Virginia Integrated Network of Family Organizations
Virginia Association of Counties
Virginia Municipal League
Virginia Association of Local Human Services Officials
Virginia League of Social Services Executives
Virginia Association of Community Services Boards
Virginia Court Services Unit Directors Association
Virginia Local School Superintendents Association
Virginia Council of Administrators of Special Education
Virginia Council of Juvenile and Domestic Relations District Court Judges
Virginia Coalition of Private Providers Associations
Virginia Association of Community-Based Providers
CSA Coordinator's Network
CSA State and Local Advisory Team
Community Policy and Management Teams
Family Assessment and Planning Teams
Voices for Virginia's Children
Virginia Poverty Law Center
FACES of Virginia Families
Just Children
Policy Work Group Members

FROM: State Executive Council

DATE: March 24, 2015

SUBJECT: Proposed Policy: Serving Youth Referred to Residential Treatment Facilities for Non-Educational Reasons and Outside of the CSA Process

The State Executive Council (SEC) voted at its March 19, 2015 meeting to open the above referenced policy proposal for public comment. The purpose of the proposed policy is to ensure review by the local Family Assessment and Planning Team of children for whom residential treatment is sought outside of the CSA process and to ensure funding for educational services associated with such placements when children are certified by the local Community Services Board to require such placement.

The SEC's decision to open the proposed policy for public comment followed a year of activities engaging CSA stakeholders and SEC members in examination of the issues related to parental placements and identification of potential options to address gaps in community-based planning and funding for educational services. The final workgroup report to the SEC may be found on the CSA website at the following address:

http://www.csa.virginia.gov/html/pdf/RTF%20Education%20Report%20and%20Documents_Mar192015.pdf

In accordance with SEC policy and statutory law regarding public comment, the proposed policy is being distributed for public review and feedback. Please note the timeframe below and information regarding how and to whom to submit any public comments on the proposed policy and process.

Timeframe-

- | | |
|----------------|---|
| March 19, 2015 | SEC approved the proposed policy for distribution and public comment |
| March 24, 2015 | Draft policy distributed and posted by the Office of Comprehensive Services |
| April 15, 2015 | Deadline to appoint workgroup to draft implementation guidelines, review/compile public comments, and propose final version of policy |
| May 29, 2015 | 5:00 p.m. deadline for submission of public comments to OCS |
| June 11, 2015 | Distribute proposed final version of policy and explanation of any changes from 3/19/2015 draft |
| June 18, 2015 | Draft policy considered for adoption by SEC at quarterly meeting; SEC to consider implementation date for policy |

Public comment submission

Written comments will be accepted by mail, e-mail, fax or hand-delivery. If you or your organization prefer to mail, fax or hand-deliver a paper version of your comments, we ask that you also submit an electronic version to aid the OCS in the process of compiling the comments for the State Executive Council's consideration. Please indicate on the paper submission whether or not you are also providing an electronic version.

Comments must be received by the Office of Comprehensive Services no later than 5:00 p.m. on May 29, 2015. Please send all comments to:

Ms. Marsha Mucha
Office of Comprehensive Services for At-Risk Youth & Families
1604 Santa Rosa Road, Suite 137
Richmond, Virginia 23229

E-mail address: marsha.mucha@csa.virginia.gov
Phone number: (804) 662-9815
Fax number: (804) 662-9831

Information about the public comment process may also be found on the CSA web site at www.csa.virginia.gov

To assist in facilitating the compilation of public comment and ensure that stakeholder groups are recognized appropriately, please include the following information on your submission:

- Name
- Title and Organization
- Address
- E-mail address
- Alternate e-mail address, if preferred for response
- Phone number, if available
- Primary stakeholder group (such as parent, local department for social services, court services unit, community services board, local government administrator, judge, etc.)*
- Locality (city or county)

*Please indicate the capacity in which you are submitting the comments. For example, an individual may be a local department for social services director, but also the chair of the community policy and management team. Please indicate which group (LDSS or CPMT, or both) the writer is representing.

Please distribute the proposed draft policies widely within your organization. Thank you for your attention, review and comment on the proposed policies. Your input and contributions to the process are important.

**SERVING YOUTH REFERRED TO RESIDENTIAL TREATMENT FACILITIES
FOR NON-EDUCATIONAL REASONS AND OUTSIDE OF THE CSA PROCESS**

March 19, 2015

Proposed Policy

FAPT Review of Child/Youth Referred to a Residential Treatment Facility

When the parent of a child/youth seeks admission into a residential treatment facility (RTF) through a process other than through the Family Assessment and Planning Team (FAPT) the child/youth shall, with parental consent, be reviewed by the FAPT.

Upon receipt of referral from an RTF, i.e., notice by an RTF that a parent seeks admission of a child/youth to the RTF outside of the FAPT process, the local CSB shall refer the child/youth for assessment by the FAPT. If the child is admitted to a residential treatment facility prior to FAPT review, the FAPT shall, in accordance with §2.2-5209, assess the youth within 14 days of the child/youth's admission to the RTF and shall develop an Individualized Family Services Plan (IFSP) for services appropriate to meet the needs of the child/youth.

If the FAPT determines that residential treatment is the most appropriate service to meet the needs of the child/youth, the CPMT shall authorize necessary funding for the RTF beginning on the date of admission.

If the FAPT determines that the needs of the child/youth can be appropriately met through services other than residential treatment services, the CPMT shall authorize necessary funding for the RTF beginning on day fifteen (15) of the RTF placement until the date services in the IFSP are initiated.



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

MEMORANDUM

TO: CSA Coordinators
CPMT Chairs
FROM: Scott Reiner, Assistant Director
DATE: March 23, 2015
RE: Medicaid Memo about Changes to Certain Services

On January 30, 2015, changes in the Medicaid regulations concerning certain services under the Community Mental Health Rehabilitative Services (CMHRS) category went into effect. On March 16, 2015, the Department of Medical Assistance Services (DMAS) issued a Medicaid Memo describing these changes to service providers and the behavioral health services administrator (Magellan of Virginia). That Memo is provided as an attachment to this communication. These changes impact CSA funded services and coordination of CSA with Medicaid funded services.

The specific areas I wish to bring to your attention are:

- The removal of case management from the definition of Intensive In-home Services (IIH).
 - This means that children requiring mental health case management in addition to IIH may receive these services concurrently, whether funded by Medicaid or CSA. Please note that mental health case management as a discrete service may be provided only by a Community Services Board.
 - Children receiving Intensive Care Coordination through CSA funding may also concurrently receive IIH, whether that IIH is funded by Medicaid or CSA.
- Requirements for credentialing of providers for specific services have been adjusted.

I encourage you to read the Medicaid Memo carefully.

Any questions may be directed to DMAS or my office as appropriate.



Department of Medical Assistance Services
600 East Broad Street, Suite 1300
Richmond, Virginia 23219

<http://www.dmas.state.va.us>

MEDICAID MEMO

TO: Providers of Community Mental Health Rehabilitative Services, Magellan Health of Virginia, and Managed Care Organizations

FROM: Cynthia B. Jones, Director
Department of Medical Assistance Services (DMAS)

MEMO: Special

DATE: 3/16/2015

SUBJECT: Changes to Community Mental Health Rehabilitative Services – Final Regulations Pertaining to all Community Based Services with the Exception of Mental Health Skill-Building Services

The purpose of this memorandum is to reiterate important changes to Community Mental Health Rehabilitative Services (CMHRS) that became effective January 30, 2015. The changes being implemented are due to the approval of final regulatory changes that were developed and shared with stakeholder groups from 2011 through 2013. DMAS collected public comments on the regulations from August to September, 2011 and again from February through April, 2013. The final regulatory changes were based on the changes defined in the Emergency Regulation package that was in effect from July 18, 2011 through January 16, 2013. The previous Emergency Regulations package defined most of the changes that these final regulations incorporate into the administrative code. The text of the regulations and these changes has been publicly available on the Virginia Regulatory Town Hall since June, 2014. Providers can find the final regulations (including the changes) on the Virginia Regulatory Town Hall at <http://townhall.virginia.gov/L/ViewXML.cfm?textid=9322>. It is important that providers review the regulations to ensure compliance.

Summary of CMHRS Changes

The chart below summarizes the changes to the CMHRS regulations. The changes are listed for each affected Virginia Administrative Code section.

Section Number	Change and Rationale
12 VAC 30-50-130	<p>A new comprehensive definition section is added. This section includes detail on staff qualifications and requirements for various types of documentation.</p> <p>Professional personnel definitions correlate to licensing standards established by DBHDS, DSS or DOJ, as appropriate for the provider type.</p> <p>Provisional licenses will no longer be permitted.</p> <p>Care coordination between different providers is required and must be documented.</p>

	<p>Care Coordination serves to help align services and is intended to complement the service planning and delivery efforts for case management.</p> <p>Service authorization is required prior to the onset of services.</p> <p>Case management is removed from IHH due to a federal requirement in 42 CFR § 441.18. The service definition is revised to provide for care coordination which will be called “service coordination” and will include activities designed to implement treatment goals by the service provider.</p> <p>Care coordination/service coordination is a required component of Level A and Level B services.</p>
<p>12 VAC 30-50- 226</p>	<p>A new comprehensive definitions section is added. This section includes detail on staff qualifications and requirements for various types of documentation.</p> <p>Providers must meet licensing standards required by DBHDS in order to claim Medicaid reimbursement. Professional personnel definitions correlate to licensing standards established by DBHDS, DSS or DOJ, as appropriate for the provider type.</p> <p>Service-specific provider intakes must be completed by LMHP’s and are required for all services. Intakes must reference past interventions by the mental health, social services, or judicial system that have been documented. Re-assessment is required to determine medical necessity and authorize continued services.</p> <p>Case management is being removed from ICT due to a federal requirement in 42 CFR § 441.18. The service definition was revised to provide for care coordination which will be called “service coordination” and will include activities designed to implement treatment goals by the service provider.</p> <p>Crisis intervention services require registration with DMAS or the Behavioral Health Services Administrator (BHSA).</p>
<p>12 VAC 30-60-5</p>	<p>Provides utilization review requirements for all Medicaid covered services. Provisional licenses are prohibited and DMAS provider enrollment agreements are required. Reimbursement that is not supported by required provider documentation is subject to retraction by DMAS.</p>
<p>12 VAC 30-60-61</p>	<p>A new definition section is added that includes definitions of “at risk,” “failed services,” and “out of home placement.”</p> <p>Specific data elements are required to ensure uniform and complete intakes.</p> <p>Documentation requirements are established for IHH services that occur outside the home.</p> <p>LMHPs will be required to conduct IHH/TDT service specific provider intakes due to</p>

	<p>the acute nature of the services.</p> <p>Requirements are added for service notifications to case managers and primary care providers.</p> <p>Provision is made for service authorizations when temporary lapses of service occur.</p> <p>Specific prohibition against providers copying the same progress notes from day to day.</p> <p>Provider documentation and supervision requirements are established.</p> <p>Marketing guidelines are intended to reduce/preclude inappropriate marketing activities by potential providers.</p>
12 VAC 30-60- 143	<p>Service-specific provider intakes and Individual Service Plans must be completed by certain professional license levels.</p> <p>Services must be provided by certain license levels.</p> <p>Coordination with case manager and primary care provider is required.</p>
12 VAC 30-130- 2000	<p>Rules are established to control how providers will be permitted to market their services to potential Medicaid clients.</p>
12 VAC 30-130- 3000	<p>Defines which services are only available to individuals under the age of 21.</p>
12 VAC 30-130- 3010	<p>A new definition section related to the Independent Clinical Assessment (ICA).</p>
12 VAC 30-130- 3020	<p>New rules establish requirements and applicability of the ICA. Services will not be reimbursed if a required ICA is not performed.</p>
12 VAC 30-130- 3030	<p>Lists services that require an ICA.</p>

Provider Questions

In the weeks since the regulations have become effective, providers have raised several questions, which are answered below.

These questions are:

1. Can private providers be reimbursed for Crisis Intervention Services?

ANSWER: Yes. The new DMAS regulations require providers to be licensed as Emergency Services providers. This requirement will not prevent providers who are already providing crisis intervention services, and who hold an Outpatient Services license, from providing Crisis Intervention services and receiving Medicaid reimbursement. Providers who are not currently providing Crisis Intervention services, but are interested in doing so, will work with DBHDS to first obtain the appropriate license.

2. Should IIH and ICT providers stop providing case management services?

ANSWER: Yes. As a result of federal requirements, the new DMAS regulations prohibit IIH and ICT providers from including case management as a component of those services. Instead, providers will offer service coordination, which is less intensive. Many individuals who are receiving IIH or ICT will continue to need case management services, and must be referred to their Community Service Board for this service.

3. Are the staff qualifications in the regulations currently in effect?

ANSWER: Yes. The staff qualifications went into effect on January 30, 2015. DMAS worked closely with the Department of Behavioral Health and Developmental Services and the Department of Health Professions to ensure that DMAS requirements align with the provider and practitioner licensing requirements issued by these agencies. These changes were subject to public comment. In addition, DMAS discussed LMHP and QMHP staff qualification issues with providers regularly as these regulations were being developed and promulgated. (As a result, additional types of LMHPs and QMHPs are permitted to provide services.)

4. Will the new regulations affect documentation requirements?

ANSWER: Yes. Documentation in the clinical record must be in compliance with and reflect the new regulatory language, consistent with the effective date of these regulations. Additionally, documentation submitted for service authorization will be validated within the clinical record upon post payment review. Inconsistencies may be subject to retraction and/or referral to the Medicaid Fraud Control Unit (MFCU) within the Office of Attorney General.

EDUCATION AND OUTREACH

A Magellan Provider Webinar is scheduled for April 2, 2015 at 1pm to provide an overview of the CMHRS program changes. Additionally there will be four in-person training sessions scheduled for dates during the spring to discuss detailed program changes and the revised program manuals. To find details on all upcoming trainings please refer to: <http://magellanofvirginia.com/for-providers-va/training.aspx>.

Information regarding upcoming trainings will be posted to the DMAS and Magellan of Virginia websites. Recorded trainings will also be posted to both websites. Additional online training resources will be announced once the effective dates are finalized.

General questions regarding the CMHRS program may be e-mailed to CMHRS@dmas.virginia.gov or VAProviderQuestions@magellanhealth.com.

Current MHSS Rules

DMAS has become aware that there is some confusion regarding these final regulations and the Emergency Regulations for Mental Health Skill Building Services. There is some structural overlap between these two regulatory packages. However, these are two separate regulatory packages, and each remains in effect.

The current MHSS Emergency Regulations can be found in the Virginia Town Hall website at: <http://townhall.virginia.gov/L/ViewStage.cfm?stageid=6725>.

MAGELLAN BEHAVIORAL HEALTH OF VIRGINIA (Behavioral Health Service Administrator)

Providers of behavioral health services may check member eligibility, claims status, check status, service limits, and service authorizations by visiting www.MagellanHealth.com/Provider. If you have any questions regarding behavioral health services, service authorization, or enrollment and credentialing as a Medicaid behavioral health service provider please contact Magellan Behavioral Health of Virginia toll free at 1-800-424-4536 or by visiting www.magellanofvirginia.com or submitting questions to VAProviderQuestions@MagellanHealth.com.

COMMONWEALTH COORDINATED CARE

Commonwealth Coordinated Care (CCC) is a new program that is coordinating care for thousands of Virginians who have both Medicare and Medicaid and meet certain eligibility requirements. Please visit the website at http://www.dmas.virginia.gov/Content_pgs/altc-enrl.aspx to learn more.

MANAGED CARE ORGANIZATIONS

Many Medicaid recipients are enrolled with one of the Department's contracted Managed Care Organizations (MCO). In order to be reimbursed for services provided to an MCO enrolled individual, providers must follow their respective contract with the MCO. The MCO may utilize different prior authorization, billing, and reimbursement guidelines than those described for Medicaid fee-for-service individuals. For more information, please contact the MCO directly. Additional information about the Medicaid MCO program can be found at http://www.dmas.virginia.gov/Content_pgs/mc-home.aspx.

VIRGINIA MEDICAID WEB PORTAL

DMAS offers a web-based Internet option to access medical and pharmacy information, GAP member eligibility, claims status, payment status, service limits, service authorizations, and electronic copies of remittance advices. Providers must register through the Virginia Medicaid Web Portal in order to access this information. The Virginia Medicaid Web Portal can be accessed by going to: www.virginiamedicaid.dmas.virginia.gov. If you have any questions regarding the Virginia Medicaid Web Portal, please contact the Xerox State Healthcare Web Portal Support Helpdesk, toll free, at 1-866-352-0496 from 8:00 a.m. to 5:00 p.m. Monday through Friday, except holidays. The MediCall audio response system provides similar information and can be accessed by calling 1-800-884-9730 or 1-800-772-9996. Both options are available at no cost to the provider.

Additional information regarding medical service authorization information may be found at <http://dmas.kepro.com> or http://www.dmas.virginia.gov/content_pgs/pa-home.aspx. Providers may also

Medicaid Memo: Special
March 16, 2015
Page 6

access service authorization information including status via KePRO's Provider Portal at <http://dmas.kepro.com>.

MEDICAL AND PHARMACY "HELPLINE"

The DMAS "HELPLINE" is available to answer medical and pharmacy questions Monday through Friday from 8:00 a.m. to 5:00 p.m., except on holidays. The "HELPLINE" numbers are:

1-804-786-6273	Richmond area and out-of-state long distance
1-800-552-8627	All other areas (in-state, toll-free long distance)

Please remember that the "HELPLINE" is for provider use only. Please have your Medicaid Provider Identification Number available when you call.