

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
OFFICE OF PLANNING AND QUALITY IMPROVEMENT
RESOURCE DEVELOPMENT UNIT
TITLE IV-E FOSTER CARE
PROGRAM IMPROVEMENT PLAN

GOALS	ACTION STEPS	INITIATION - COMPLETION DATE	PROGRESS EVALUATION AND REPORTING PROCESS
<p>1 Provide judicial determinations stipulating in court orders that WVDHHR has made “reasonable efforts” to finalize the permanency plan in effect within 12 months from the date the child is considered to have entered foster care, and every 12 months thereafter in accordance with 45 CFR 1365.21 (b)(2)</p>	<p>A. The WV Department of Health and Human Resources (WVDHHR) will submit legislation in the upcoming legislation session (January, 2004) making it a requirement in Permanency Hearings and Judicial Review Hearings that Reasonable Efforts to achieve permanency is addressed and documented in the resulting court orders.</p> <p>B. The WV Department of Health and Human Resources (WVDHHR) Office of the Attorney General (OAG) will issue a notification memoranda to regional DHHR counsel instructing them to request all juvenile and family courts to address and document the Department’s “reasonable efforts to finalize permanency” in court orders.</p> <p>C. WVDHHR has instructed regional federal funding specialists responsible for Title IV-E operations to discontinue Federal Financial Participation (FFP) for cases requiring, but lacking, court order stipulations of WVDHHR’s “reasonable efforts to finalize permanency.”</p> <p>D. WVDHHR will issue a Program Instruction (PI), on existing policy, to local WVDHHR case workers, finance staff, and federal funding specialist on the requirements of the sections of Title IV part E of the Social Security Act and 45CFR:</p> <ul style="list-style-type: none"> i. Judicial determination regarding reasonable efforts to finalize the permanency plan(s)in accordance with 1356.21(b)(1)&(2); 	<p>January, 2004 Legislation should be passed by April 30, 2004.</p> <p>March 15, 2004 Memo’s distributed by March 31, 2004</p> <p>Effective Sept 1, 2003 and is (On-going)</p> <p>March 31, 2004 Distributed to all staff by June 1, 2004; effective upon distribution</p>	<p>WVDHHR will forward to ACF a copy of the proposed legislation in its first quarterly report and updates of its progress and passage.</p> <p>WVDHHR will monitor compliance and forward a copy of the issued memoranda to ACF in its first quarterly report.</p> <p>WVDHHR will monitor case record compliance by local offices and file reports with ACF beginning March, 2004.</p> <p>WVDHHR will forward a copy of the issued Program Instruction to ACF in the quarterly report following its issue.</p>

		<p>E. WVDHHR will incorporate Title IV-E foster care FFP eligibility requirements in the design of West Virginia's State-Wide Automated Child Welfare Information System (SACWIS). West Virginia's SACWIS known as the Family and Children's Tracking System (FACTS) is currently in its fifth year of operation.</p> <p>F. WVDHHR will request that the West Virginia Court of Appeals issue a memoranda to the juvenile justice system and law masters in the State to communicate ACF findings of West Virginia Title IV-E foster care eligibility review and judicial determination requirements in 45 CFR 1365.21 (b)(1&2).</p> <p>G. Legislation has been passed requiring that the judicial system and WVDHHR to revise and standardize all court orders to assure that they meet Title IV-E language requirements.</p> <p>H. West Virginia, through it Court Improvement Board, will coordinate statewide multi-disciplinary training sessions to address the judicial determination requirements of the ACF Title IV-E and Child and Family Services Reviews. The training will be conducted by DHHR staff. WVDHHR will invite the following parties to participate in the training sessions- juvenile court judges, magistrates, law masters, prosecuting attorneys, clerks, and administrators, local WVDHHR staff, family services coordinators, and child advocates appointed by the courts.</p> <p>I. WVDHHR will conduct eligibility reviews of local offices Title IV-E operations using the Federal Review Instrument for Title IV-E foster care eligibility.</p>	<p>Design completed; Implementation underway and expected to take 9 to 12 months.</p> <p>March 31, 2004; distribution by April 15, 2004</p> <p>Accomplished March, 2003</p> <p>March, 2004; first training to begin April 15, 2004 all training completed June 30, 2004</p> <p>April 15, 2004 (On-going)</p>	<p>Continuous monitoring and refinements will be made and documented to ACF as necessary.</p> <p>A copy of the memorandum will be sent to ACF Region 3 office upon issuance.</p> <p>WVDHHR will forward a copy of the legislation and the resulting action including copies of the new court orders in the first quarterly report to ACF.</p> <p>WVDHHR will provide technical assistance and consultation to the West Virginia Court Improvement Board at is request. Schedules for training and training session results will be provided to ACF as they occur.</p> <p>WVDHHR will conduct internal program eligibility reviews and file the results in quarterly reports to the ACF beginning June, 2004.</p>

	GOALS	ACTION STEPS	INITIATION DATE	PROGRESS EVALUATION AND REPORTING PROCESS
2	Assure all foster care IV-E eligible placements are made with a licensed foster care home or child care institution in accordance with 45 CFR1356.30 (a)(b) & 1356.71 (g)(1)	<p>A. WVDHHR will issue a Program Instruction (PI) on existing policy to local WVDHHR case workers, finance staff, and federal funding specialist on the requirements of the sections of Title IV part E of the Social Security Act and 45CFR:</p> <ul style="list-style-type: none"> i. Placement in a licensed foster home or child care institution in accordance with 1356..30 (a)(b) & 1356.71 (g)(1) <p>B. WVDHHR will revise licensing policy to more clearly define “Provisional” licenses for residential group homes, placing agencies, and department foster care homes. New definitions will be added as follows: “Initial Provisional” for new providers and “Provisional” for providers found to be non-compliant; these will apply to all residential group homes and child placing agencies. No provisional licenses will be allowed for department foster care homes.</p> <p>C. Revise the FACTS system to reflect the changes in policy. Code FACTS to cease charging to Title IV-E payments to any facility/agency/home that has a “provisional” license status with the exception of “Initial Provisional” i.e., (New Facility), which will be allowed for a period not to exceed six (6) months from the license issue date. All payments to providers with expired licenses, initial licenses that are older than 6 months, and department homes whose evaluation are out of date, must be charged to the state.</p> <p>D. WVDHHR licensing division will generate a monthly report for the federal funding specialist updating the license status of new and existing providers. This report will be used to cease payments to ineligible providers until the automated FACTS system update is complete and tested. (Approx. September, 2004)</p>	<p>March 31, 2004; effective upon distribution</p> <p>April 30, 2004; effect June 30, 2004</p> <p>June 15, 2004 (Completed and tested, September, 2004)</p> <p>March 31, 2004; update monthly</p>	<p>Copies of the policy changes to ACF upon completion.</p> <p>WVDHHR will forward a copy of the issued Program Instruction to the ACF in its first quarterly report following its issuance.</p> <p>Document FACTS changes and testing results and forward to ACF upon completion.</p> <p>Copy of the first report will be forwarded to the ACF in the first quarterly report and upon request thereafter.</p>