

## Family Impact Network Contracted Services

Contracted Program:	FPS Family Preservation Services	CFI Crisis Family Intervention	Family Time
<b>Age of Child</b>	Birth – 18 yrs	12 - 18 yrs	Birth - 18 yrs
<b>Location of Service</b>	In Home/Community	In Home	Visit Facility/Community/In-home (depending on supervision level and family needs)
<b>Standard Length of Service</b>	Placement Preservation 90 days Reunification 120 days	Maximum of 12 hours of in-home counseling during a 45-day period	Frequency and duration determined by court and SW.
<b>Concrete Funds</b>	Yes	Yes	Yes - Amounts vary for Sibling visits and supportive visits
<b>Appropriate Referrals</b>	<p><b>Placement Prevention</b> (foster parent, relative caregiver, parent, etc.)</p> <p><b>Reunification</b>—Parent must have frequent visits in order to practice the skills learned in the intervention.</p> <p>FPS offers short-term services that are specific and family-focused. They can include:</p> <ul style="list-style-type: none"> <li>*Enhancing safe parenting practices</li> <li>*Supporting adults to make individualized and family-centered changes</li> </ul> <p>Characteristics:</p> <ul style="list-style-type: none"> <li>*Intervention is targeted at improving safety and family functioning</li> <li>*Capacity to support a safety plan is high</li> <li>*Services can meet client needs across four life domains.</li> <li>*Trauma informed approach.</li> </ul>	<p>At risk youth, children in need of supervision, and families in conflict .</p> <p>CFI services can include:</p> <ul style="list-style-type: none"> <li>*Assessing and referring for community/mental health services,</li> <li>* Crisis resolution</li> <li>*Providing parents with information on their parental rights when requested by youth or parent.</li> <li>*Creating transition plan for after CFI services have ended.</li> </ul>	<p><b>Reunification</b>—Parent shall have frequent visits in order to maintain relationship with child(ren) in anticipation of reunification.</p> <p><b>Court-Ordered</b>—Parental rights include frequent visits during out-of-home care with child.</p> <ul style="list-style-type: none"> <li>*Child has been placed in out of home care.</li> <li>* Child has a sibling placed in a different out of home care location.</li> <li>*Parent currently working to have child(ren) returned to their care.</li> </ul>
<b>Inappropriate Referrals</b>	Incomplete or inaccurate referrals without authorization or inappropriate for family's needs and strengths.	Incomplete or inaccurate referrals without authorization or inappropriate for family's needs and strengths.	Incomplete or inaccurate referrals without SW and Supervisor authorization. Re-Authorization referrals require an Area Administrator approval.
<b>Service Provision</b>	<p>Used to support children and families to maintain safety by addressing several domains.</p> <p>FPS providers work to address needs identified in the referral.</p> <p>Development of a Family Plan for Change that includes:</p> <ul style="list-style-type: none"> <li>• Parenting Strategies-helping and teaching parents and caregivers to learn and use safe parenting skills.</li> <li>• Crisis Stabilization-short-term and systemic approach.</li> <li>• Family Resources-Engaging parents.</li> <li>• Counseling Services-Consistent with cognitive behavioral treatment modalities and focused on the needs of the family.</li> </ul>	<p>The therapist meets with the family within 72 hours of referral and appointments are scheduled at times convenient for the family. The goals of CFI are to resolve the immediate crisis that precipitated the referral and to teach skills to family members to address recurring areas of conflict.</p> <p><b>Step 1</b> - Engagement activities 1. Review referral information; 2. Contact family; and 3. Meet with family face to face.</p> <p><b>Step 2</b> - Crisis Stabilization 1. Identify family goals; 2. Collaborate with referring Social Worker on initial assessment and related action steps; 3. Implement action steps with the family to address their needs; and 4. Conduct a termination session that includes: a. A transition plan for the family, which shall include the therapist's recommendations to the family for services that shall assist the child and family to maintain changes and improve family functioning; b. Review community connections with the family; and c. Collect the family's perspective of change.</p>	<p>Parent-Child and Sibling Visits are to be conducted in the least restrictive and least intrusive manner while maintaining child safety and wellbeing.</p> <p>Visitation supervisors/facilitators are to report objective observations during visits to Social Workers, as well as provide safe transportation of child(ren) to and from visits as necessary.</p> <p><b>Visitation Goals:</b></p> <ol style="list-style-type: none"> <li>1) Ensuring an environment that encourages the parent-child relationship.</li> <li>2) Working towards decreased wait times for families' first visit.</li> <li>3) Decreasing the percentage of visit no-shows and cancellations.</li> <li>4) Encouraging collaboration between stakeholders (social workers, parents, visitation providers, etc.)</li> </ol>

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		<b>Step 3 - Service Summary &amp; Family Assessment</b> 1. Post-service Family Assessment form (as prescribed by CA); and 2. Service Summary form.	
<b>Response to Referral</b>	Initial contact with family 48 hours after acceptance of referral. In person meeting within 48 hours of initial contact.	The therapist meets with the family within 72 hours of referral and appointments are scheduled at times convenient for the family.	First visit conducted within 7 days after acceptance of referral.
<b>Reporting Requirements</b>	CANS-F Assessment & Intervention Plan to SW 7 days after completing the Family Assessment (approx. 25 days)  Monthly Report to SW 10 calendar days following the month of service  End of Intervention Report to SW within 10 calendar days of completing service	*Record case notes; *Complete a Family Assessment; *Complete a Service Summary; and *Either prepare a progress report or attend meetings to discuss the case when requested by the CA Social Worker.	*Reports recorded in Oliver and submitted to SW within 5 days of completed visit via secured email. *Unusual Incident Reports (UIR's) recorded in Oliver and submitted to SW via secure email within 24 hrs. *FIN sends monthly reports to individual providers between the 25 <sup>th</sup> and 30 <sup>th</sup> /31 <sup>st</sup> of the following month via secure email *Resolved referral in Oliver after completion or termination of visits.
<b>Missed Appointments</b>	<b>24 hours</b> – notification to SW	<b>24 hours</b> – notification to SW	Cancelled or No-Show Reports submitted to SW via secure email within 24 hrs.
<b>Caseload</b>	The average caseload size shall not exceed ten (10) families per full-time service provider. This number may be adjusted when the services of paraprofessionals and/or less than full-time service providers are employed, and when the families are only receiving follow-up sessions.	The average caseload size shall not exceed ten (10) families per full-time service provider. This number may be adjusted when the services of paraprofessionals and/or less than full-time service providers are employed, and when the families are only receiving follow-up sessions.	Varies depending on referral. Average: 3-6 cases a week per staff.
<b>Education and Experience Requirements</b>	<p><b>Professional Staff shall have:</b></p> <ol style="list-style-type: none"> <li>Master's Degree in social work, psychology, or social or behavioral sciences which qualifies them to provide counseling services to clients and 1 year direct casework working with families and children.</li> </ol> <p><b>OR</b></p> <ol style="list-style-type: none"> <li>Bachelor's Degree and at least 3 years of doing professional work with families and child <b>AND</b> <ol style="list-style-type: none"> <li>knowledge of child abuse and neglect issues,</li> <li>home visiting,</li> <li>parenting skills training,</li> <li>mental health and community resources,</li> <li>and experienced in delivering services to families and in working with at-risk families.</li> </ol> </li> </ol> <p><b>Paraprofessional staff shall have ONE of the following:</b></p> <ol style="list-style-type: none"> <li>An Associate's degree or greater in social work, psychology, or social or behavioral science or closely allied field</li> <li>A certificate in human services, social work, psychology, or social or behavioral services or closely allied <b>AND</b> at least 1) year direct</li> </ol>	<p><b>Professional Staff shall have:</b></p> <ol style="list-style-type: none"> <li>Master's Degree in social work, psychology, education or closely related field.</li> </ol> <p><b>OR</b></p> <ol style="list-style-type: none"> <li>Degree in social work or behavioral science or closely allied field and at least 3 years of doing professional work with families and child <b>AND</b> <ol style="list-style-type: none"> <li>knowledge of child abuse and neglect issues,</li> <li>home visiting,</li> <li>parenting skills training,</li> <li>mental health and community resources,</li> <li>and experience delivering services to families and in working with at-risk families.</li> </ol> </li> </ol>	<p><b>Visit Supervisors shall:</b></p> <ol style="list-style-type: none"> <li>Be at least 21 years of age. <b>AND</b></li> <li> <ol style="list-style-type: none"> <li>Have at least a High School Diploma <b>AND</b> 18 months experience working with children and families.</li> </ol> </li> </ol> <p><b>OR</b></p> <ol style="list-style-type: none"> <li>Have an Associate's Degree in human services or related field, or two years of completed coursework toward a Bachelor's degree <b>AND</b> one year of experience working with children and families.</li> </ol> <p><b>OR</b></p> <ol style="list-style-type: none"> <li>Have a Bachelor's degree in human services or related field <b>AND</b> 6 months of documented experience working with children and families.</li> </ol> <p><b>Transporters shall:</b></p> <ol style="list-style-type: none"> <li>Be at least 18 years of age and</li> <li>Have a driving record that passes FIN's policies on safe driver standards.</li> </ol>

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	<p>experience providing child welfare services to families OR two years experience delivering other types of services to children and families.</p> <p>C) Be enrolled in college or university pursuing a degree in social work, psychology or social or behavioral science or closely allied field and engaged in a work study, practicum, or other college or university hands-on learning supported education.</p>		
<b>Program Information</b>	<a href="https://www.dcyf.wa.gov/services/child-welfare-providers/contracted-services/combined-in-home-services/family-preservation-library">https://www.dcyf.wa.gov/services/child-welfare-providers/contracted-services/combined-in-home-services/family-preservation-library</a>	<a href="https://www.dcyf.wa.gov/services/child-welfare-providers/contracted-services/combined-in-home-services">https://www.dcyf.wa.gov/services/child-welfare-providers/contracted-services/combined-in-home-services</a>	<a href="https://www.dcyf.wa.gov/4250-placement-out-home-and-conditions-return-home/4254-parent-child-sibling-and-relative-visits">https://www.dcyf.wa.gov/4250-placement-out-home-and-conditions-return-home/4254-parent-child-sibling-and-relative-visits</a>
<b>FIN Contacts</b>	<p align="center"> <b>Contract/Compliance Questions:</b> <a href="mailto:compliance@familyimpactnetwork.org">compliance@familyimpactnetwork.org</a>  <b>Program/Training:</b> Shannon <a href="mailto:shannon@familyimpactnetwork.org">shannon@familyimpactnetwork.org</a>  <b>Data/Sprout Questions:</b> Jamie <a href="mailto:jamie@familyimpactnetwork.org">jamie@familyimpactnetwork.org</a>  <b>Billing:</b> <a href="mailto:billing@familyimpactnetwork.org">billing@familyimpactnetwork.org</a>  <b>Referrals:</b> <a href="mailto:referrals@familyimpactnetwork.org">referrals@familyimpactnetwork.org</a> </p>		