



**WACF Intensive Services Division Minutes
 September 5, 2019 11:00am to 1:00pm
 (11:00-11:30 crossover with CPA Division)
 Lutheran Community Services Northwest
 4040 South 188th Street, SeaTac WA 98188, 3rd Floor**

Members Present: Christy Lunceford, Logan Woolery, Katie Bass, Josh Fullington, Nikki Brown, Shawn Sivly, Anna Thompson, Zenia Brar, Kris Sanborn, Jon Rylaarsdam, Linda Thomas

Members on phone: Karen Brady, Sara Schumacher

Agenda Item	Discussion	Decisions
<p>1. Crossover 11:00-11:30 Family First Legislation</p>	<p>Jill went over some updates:</p> <ul style="list-style-type: none"> • Applicants must be able to communicate with the child, the title 4e agency, health care providers and other service providers • At least one applicant in the home must have functional literacy, such as the ability to read medication labels • Applications must have a recent physical exam (within 12 mos. of app) • All children must be up to date on immunizations • Children with special medical needs must have an up to date annual flu shot • At least one scheduled in-home interview for each household member during the home study • References must include one relative and one non relative • Homes must have a properly operating kitchen (w/sink, refrigerator, stove and oven) • Homes must have adequate lighting, ventilation, proper trash and recycling • Swimming pools must be equipped with a life saving device. If the pool cannot be emptied after each use the pool must have a working pump and filtering system. 	

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	<ul style="list-style-type: none"> • The total number of children in foster care in a foster family home must not exceed six (feds only count foster children, not birth children) • No one can smoke in any vehicle used to transport the child (whether the child is in the car or not) <p>Luba will come to the crossover time of the October 3rd CPA/IS meeting.</p>	
<p>2. Approval of Administrative Agenda</p>	<p>Nikki went over the draft Intensive Services Division Administrative Priorities and the list of WAC's that WACHYA wants to have revised and/or clarified. DCYF wants to work with WACF separately from WACHYA.</p>	<p>For #2 on the draft Administrative Priorities (WAC changes), the group agreed that they need to do a crosswalk of state regulations and federal regulations first. The group will focus on chapter 145.</p>
<p>3. Michael Campbell-QRTP implementation update</p>	<p>Michael answered the following questions from the group.</p> <p>Q: For facility-based providers that are not fully accredited by Oct. 1st, what does that mean?</p> <p>A: Any new placements after Oct. 1st, you will have to adhere to the new standards. Providers will continue to get the \$12,200 readiness rate. Once fully accredited (and evidence sent to Michael), they will receive full QRTP rate of \$12,800. Only 2-3 agencies will not be fully accredited and they have been in communication with Michael.</p> <p>Q: Do agencies need to send in the decline sheet for <u>every</u> youth they decline or are they just tracking on the census report?</p> <p>A: On the census you will need to track. BRS program managers have been told that they need to utilize the decline sheet for every referral that goes out. The Out-of-State Workplan is the driver and they want the decline sheet used for every referral, especially, out-of-state youth, so they can show documentation on declines.</p> <p>Q: In the BRS Handbook it reads: one staff to eight youth. Is there a "formula" for a combination of BRS and community-based youth?</p> <p>A: Michael thinks it's no more than eight, no matter what the combination.</p> <p>Q: As we move forward with the contract, will social workers get communication on how to interpret the rate increase and contract expectations for monthly team meetings? (It was really a rate restoration, not a rate increase).</p> <p>A: Michael acknowledges the challenge that some interpret the increase in money might mean doubling the work. Michael is trying to get program</p>	<p>Michael will get clarification on whether to fill out form for <u>every</u> denial or just denials of out-of-state youth.</p> <p>Michael will double-check with Doug and Jenny.</p>

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	<p>managers to get the message out that the rate increase will just help providers stay in business and be sustainable. When they do the policy rollout through the Train-the-Trainers they will reinforce that message as well as that the new expectation that team meetings will be monthly.</p> <p>Q: During the monthly phone call meetings with program managers, in the placement portion it might be useful to present youth that are stable and ready for a transition out of the QRTP beds into non-QRTP beds so that it opens up those resources to be utilized.</p> <p>A: The placement portion of the phone calls comes from the Out of State Workplan. By discussing the placements repetitively, they are having some success or interest in the kids that are out-of-state. Michael likes the idea of adding the kids that are ready to step down.</p> <p>Michael will be posting the handbook, a copy of the monthly census report, the updated rate sheet on the external website so that it will all be accessible on Oct. 1st. He is hoping to have a list of frequently asked questions and answers as well.</p>	

Prepared by Linda Conchi