

**STATE OF ALABAMA
DEPARTMENT OF HUMAN RESOURCES
ANNUAL PROGRESS AND SERVICES REPORT
2006**



**State of Alabama
Department of Human Resources**

**Consolidated Child and Family Services Plan
Annual Progress and Services Report
FY 2006**

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I. STATE AGENCY ADMINISTERING THE PLAN

The Alabama Department of Human Resources (DHR) is designated by the Governor as the agency to administer the Social Services Block Grant (Title XX), Title IV-B and Title IV-E Programs. DHR administers the IV-B, subpart two, Promoting Safe and Stable Families plan and supervises services provided by the Department and purchased through community service providers.

The Family Services Division (FSD), with oversight from the Deputy Commissioner for Children and Family Services, has primary responsibility for the social service components of the Title IV-E plan and programs that include: A) Independent Living Services, B) the Title IV-B plan and programs for children and their families funded through the Social Services Block Grant, and C) the Child Abuse Prevention and Treatment Act (CAPTA). As the scope of the child welfare program has grown significantly with full implementation of the R.C. vs. Walley Consent Decree, a reorganization of the Department's child welfare functions and programs has recently occurred to provide increased resources and focus to specific child and family outcomes and service delivery model/approaches. The Office of Data Analysis has been reinstated within Family Services. The offices of Child Welfare Eligibility, Financial Resource Management and Interstate Compact on Placement of Children (ICPC) have also returned to FSD. The new structure provides for additional involvement from other key offices within the Department. Reporting to the Deputy Commissioner, Fiscal and Administrative Services, the Office of Resource Management is responsible for regulatory and residential licensure functions, procuring/contracting services for the child welfare continuum, utilization review, and family preservation/support services. Under the Legal Office, Policy, Planning, and Research is responsible for coordinating the issuance and dissemination of child welfare policy.

Alabama meets the Maintenance of Effort (MOE) requirement and does not supplant any state funds. The Substantial Portion of Funds requirement for Promoting Safe and Stable Families is met with the following allocation of funds for FY 2007: Family Preservation 25%, Family Support 30%, Time-Limited Reunification 25%, Adoption Promotion and Support 20%.

II. ORGANIZATION AND STRUCTURE OF THE CHILD WELFARE SERVICES PROGRAM – FAMILY SERVICES DIVISION

Director – Family Services

The Director is responsible for the overall administration of the Division with support from two Deputy Directors. A number of specific child welfare programs and initiatives are managed within the Division. In addition, there are other offices or units within the Division that provide an infrastructure to support the overall child welfare mission. The Director's scope of responsibility includes oversight for the provision of a range of administrative supports to county departments in the areas of policy development, program training, foster and adoptive home recruitment and approval, consultation and technical assistance, budgeting, data analysis, quality assurance, and also some direct client services to children and families. The Director plays a key role, in cooperation with other DHR administrators, in fulfilling the mandates of the R.C. vs. Walley Consent Decree. The Director sets the vision for the Division in establishing an infrastructure to support service delivery and the capacity for ongoing sustainability of these systemic improvements across all 67 county departments. Coordination with the Commissioner, Deputy Commissioners, the Legal Office, other Division Directors, and County Directors takes place on a regular basis. The Director represents the Division with other state and federal agencies, advisory groups, legislators, Governor's Office personnel, and advocacy groups. Direct supervision is provided to the Deputy Directors, Managers of the Offices of Adoption, Foster Care, Protective Services, Child Welfare Training, Child Welfare Policy, Child Welfare Consultation, Quality Assurance, Supervisor of the Office of Data Analysis, and an administrative assistant.

Deputy Directors

One Deputy Director monitors the appropriation, utilization, and outcomes related to the flexible funding and financial support that are decentralized to county

departments to procure services for children and families. County resource needs are assessed and these findings are shared with the Office of Resource Management throughout the year. This Deputy supervises the overall management of the Office of the Interstate Compact for Placement of Children. The Office of Records Management is also a responsibility of this Deputy. The Deputy Director further serves as a liaison to represent the Family Services Division in internal agency meetings involving the Commissioner, Deputy Commissioners, and the State Legal Office, and in extra-agency training, task forces, work committees, and other groups.

The other Deputy Director is responsible for providing supervision of the managers of the Offices of Child Welfare Eligibility and Financial Resource Management. This Deputy Director also oversees the development and submission of the Consolidated Child and Family Services Five Year Plan, and the Annual Services and Progress Report. As Federal Child and Family Services Review Coordinator, she is responsible for directing Review activities including the Statewide Assessment, Onsite Review, Program Improvement Plan development, measurement of progress, and reporting. The Deputy Director further serves as a liaison to represent the Family Services Division in internal agency meetings involving the Commissioner, Deputy Commissioners, and the State Legal Office, and in extra-agency training, task forces, work committees, and other groups.

Office of Child Welfare Policy

The Office of Child Welfare Policy (OCWP) is responsible for developing child welfare policy required by the R.C. Consent Decree, the Federal Program Improvement Plan, and developing and revising all other policies as directed by each child welfare program, (e.g., CPS, Foster Care). This office is also responsible for coordinating revisions to the Minimum Standards for Child Care Facilities (Institutions and Group Homes), Foster Family Homes and Child Placing Agencies, and incorporating into policy best practice goals and principles described in the R.C. Consent Decree. This unit partners with Program staff to develop and assist in training county and state staff on new policies to be implemented.

The policy development and revision process includes:

- Assessing policy needs and issues.
- Planning approaches to policy development.

- Completing state of the art literature research.
- Collaborating with experts and professional resources.
- Writing policy drafts.
- Involving relevant stakeholders (e.g., county staff, County Director's Policy Advisory Committee, Quality Assurance Policy Advisory Committee and other appropriate individuals and groups in the draft review process.
- Managing the review, comment, and final drafting process through the Department and external stakeholders.
- Securing administration's approval of the proposed final draft.

For policies required by the R.C. Consent Decree, there is a written policy development protocol with established timeframes for review, feedback, negotiations, and approval whereby DHR and Plaintiffs' Counsel reach agreement.

Duties of the office also include:

- Providing "policy intake" rotated between OCWP staff to interpret and clarify policy for county and state DHR staff.
- Reviewing federal and state regulations and legislation to determine policy needs.
- Maintaining and tracking requests for Federal Parent Locator Service clearances from county departments.
- Assigning and tracking of state legislation during legislative session and completion of Division's position reports.

Child Welfare Policy staff presently consists of one Program Manager and two policy developers. The program manager takes an active role in policy development. As much as possible, policy assignments are made based on the policy developer's knowledge base and experience.

Office of Child Protective Services

The Office of Child Protective Services (CPS) is responsible for program development of child protective services. This Office provides consultation to County Departments having identified needs with their child protective services program. Family Preservation and Support Services has been transferred from the CPS Office. The Office continues responsibility for Administrative Record Review, Child Abuse and

Neglect (CAN) Central Registry, Basic Child Abuse and Neglect Grant and Children's Justice Grant are managed in this office.

The Office of Child Protective Services is responsible for managing and conducting administrative record reviews when persons allegedly responsible for child abuse and neglect do not agree with a substantiated finding. Staff in this Office work in partnership with County administrative staff in conducting record reviews, including any information submitted by the alleged perpetrator, to determine if there is sufficient evidence to support an indicated (i.e., substantiated) finding of abuse or neglect. The Office is also responsible for providing training to county staff on these reviews.

Staff in this Office continue to represent the Family Service Division in a DHR team effort to review child deaths. These in-depth reviews are separate from the state mandated child death reviews. The focus of the self-assessment reviews is to evaluate cases in which the Department has had previous child welfare involvement within the last twelve months to determine if changes or improvements in policy, procedures, training and supervision, etc., are needed.

The management of the Central Registry on Child Abuse and Neglect is the responsibility of this Office. Information contained in the Central Registry can prevent child abuse and neglect of children through the clearance of potential childcare providers. Child care institutions, day care centers, school systems, voluntary agencies, child placing agencies, etc., can clear prospective employees or volunteers who work with children through the Central Registry. This information bank also assists County Departments in intervention services by providing data necessary for a thorough family assessment.

Consultant staff within the Office of CPS provide case consultation to county department staff in the areas of child welfare intake, child abuse/neglect assessments and ongoing child protective services. This staff is also evaluating data from each county in an effort to target areas needing to be strengthened and to recognize the areas that are performing well.

Other support provided by this Office is the Department's board representative on the State Fatality Review Teams. These Teams are legislatively mandated and

review child deaths that are determined to be “unexpected or unexplained.” Other responsibilities include: working as a team member on the development of child protective services policy, reviewing legislation related to child protective services, state liaison to the Children’s Bureau, Office on Child Abuse and Neglect, the Department representative on the Child Abuse and Neglect Prevention Board which administers the Children’s Trust Fund as well as other groups involved with child abuse.

Office of Foster Care/Out-of-home Placement

The Office of Foster Care and Out-of-home Placement currently consists of a program manager, three foster care consultants, a Foster Home Liaison specialist, a program supervisor position, and two ILP consultants.

The Office of Foster Care was created to provide focus for services to children in out-of-home care, whether this is a relative’s home, foster home, group home, or residential placement. It is to provide consultation to the counties on issues related to children in DHR custody, to be certain that the requirements of the Adoption and Safe Families Act (ASFA) are followed and to help focus permanency efforts for all children in care. The three foster care consultants’ roles and responsibilities are designed to specifically address permanency for children in out-of-home care. Trends are being monitored to better understand why children are coming into care and what additional in home services may allow children to remain at home safely. Consultants have extensive knowledge of ASFA and MEPA. They are expected to provide case consultation, to conduct record reviews, and to participate in ISPs to offer guidance in difficult cases. As part of Alabama’s Program Improvement Plan, the foster care consultants track data within their assigned counties and target their consultation visits to counties showing excessive numbers of young children (under age four) in care for extended periods of time. They also target counties with children in care over 15 months with no compelling reason identified and no petition filed to terminate parental rights. A county MEPA compliance review was completed in 2004.

Each foster care consultant is available to their assigned counties by telephone and field visits to provide training and case consultation. In addition to their focus on permanency, one consultant serves as the liaison to the Alabama Department of

Youth Services (DYS) for discharge planning for children leaving DYS who are dependent and in need of additional treatment or services. Another foster care consultant serves as the Liaison to Tutwiler Prison for Women. This is in addition to her permanency consultation responsibilities. The Liaison to the prison serves as a link between inmate mothers and their children in agency custody as well as assist pregnant inmates in making responsible decisions concerning their unborn children. This consultant visits the prison twice per month to meet with prison staff and inmates, facilitate visitation between inmate mothers and their children, when consistent with the permanency goal, and help facilitate reunification of the mother to the community.

The Foster Home Liaison serves as the liaison to the Alabama Foster and Adoptive Parents Association (AFAPA) and meets quarterly with the AFAPA. She also attends the AFAPA Regional Meetings. She is knowledgeable about the foster home approval process, the Group Preparation and Selection Process (GPS) provides other supports important to the foster family. She also manages the Foster Care Trust Fund, which is available for foster children to allow them to participate in activities or have needs met that are not covered by other funding sources.

The Office of Foster Care provides input on policy development and the Minimum Standards for Foster Family Homes. This office will also participate in training for county staff on new policies as they are issued. The Office of Foster Care has recently supported Statewide joint training of judges, attorneys and DHR staff on provisions of ASFA around permanency, including concurrent planning, court hearings and court orders. It actively partners with the legal community to improve timeliness of permanency for children in care. The Office of Foster Care will continue to meet with Judges and attorneys on IV-E and ASFA requirements.

The Independent Living consultants are responsible for providing consultation to each county office. They are responsible for an annual review of the IL program in the seven largest counties in the State. The review consists of an assessment of the county program, considering the county's provision of a program that provides youth with an opportunity to have a sense of control over their future, a sense of competency, a sense of usefulness, and permanence. Consultants will work with all counties to provide training related to ILP, to assist the county offices in identifying

the best use of their ILP funds, and in developing Youth Advisory Councils. Consultants are also responsible for monitoring of the Alabama Education and Training Voucher (ETV) Program. The Orphan Foundation of America administers the Alabama Education and Training funds to Alabama's youth. The ETV Program provides funds to youth currently in foster care and former foster youth to attend accredited colleges, universities, vocational and/or technical training institutions.

Office of Child Welfare Training

The Office of Child Welfare Training is responsible for training social work and supervisory staff of county departments in the basic child welfare skills curriculum, **Alabama Child Welfare Training (ACT I)**. Trainers are located in Montgomery, Mobile, Huntsville, Cullman and Birmingham and deliver training in cities throughout the State. ACT is based on five foundation concepts: the belief that people can change; respecting the family's culture, joining with families; building partnerships with birth families and foster/adoptive families in parenting; and working with families in an ecological (Systems) framework.

ALABAMA CHILD WELFARE TRAINING (ACT I) is a seven-week, skill based training designed for new child welfare employees. The training consists of three (four-day) residential weeks and four on-the-job-training (OJT) weeks. For maximum benefit, participants should attend *ACT* three to six months after beginning employment with the Department. The OJT weeks are designed with specific practice activities to allow for implementation of skills learned in training. OJT also serves as a tool for workers to receive guidance and feedback from their supervisors.

ACT I develops skills needed for the Individualized Service Plan (ISP) process, from the initial contact with the family through case closure. Protection and permanence for the children is stressed as dual goals of all work with families. Through ACT, staff are taught to involve children and their families and foster/adoptive parents as partners in assessing, planning and utilizing services that the family's planning team has identified and agreed upon. ACT provides a foundation for practice in keeping with the principles of practice Alabama has adopted.

ACT prepares agency staff to ensure safety, permanency, and well being for the children and families the Department serves. The following core skills and abilities are presented, modeled, and practiced in ACT.

Foundation Concepts and DHR Mission: The participants learn the principal foundation concepts in which the agency believes to be able to help families.

Interpersonal Helping Skills: Participants learn how to engage and join with families so that they will be willing to work with the agency. They learn skills necessary for interviewing family and team members including dealing with anger or resistance. Participants also learn the basics of keeping themselves safe.

Assessing Safety: Participants learn the process and skills for assessing safety of children from the point of the intake call through closing the case. Included in this material are the ability to assess and make a determination of whether abuse or neglect occurred and the caregiver's protective capacities. Participants are taught to assess and identify strengths and needs of the families throughout the life of the case to assist in planning and providing appropriate services.

Individualized Service-Planning (ISP): Participants learn how to prepare for, facilitate, implement, monitor and update the family's plan within the ISP process.

Crisis Intervention: Participants learn how to assess the level of crisis and intervention techniques for crisis situations.

Comprehensive Family Assessment (CFA): Participants learn how to assess families and family systems to identify strengths and needs related to abuse and/or neglect. Included in the assessment is gathering historical information as well as identifying underlying conditions for the abuse and/or neglect. Participants are taught how to gather information, analyze it, draw conclusions and make decisions based on the assessment.

Assessing and Planning For Needs Of Children: Participants are taught about the needs of children based on their abuse and/or neglect and strategies to meet those needs. They also learn about issues of loss, separation, grief, and attachment for children who are in out-of-home placements. Included in assessing and meeting children's needs are interdependent living skills which are necessary for any child age 14 or older in DHR custody to prepare them to live interdependently when they are emancipated.

Permanency Planning: Participants learn about different permanency options and how to plan for the most appropriate permanency plan in a timely manner.

ACT II is made up of stand-alone curricula, which support each other and build on the foundations of ACT I, which is a prerequisite for taking all ACT II curricula. They are as follows:

ACT II: MEETING FAMILIES UNDERLYING CONDITIONS provides workers with skills to analyze information about families with regard to underlying causes of risks, safety issues, patterns within the family's behaviors, and assessing the possibility of maintaining a child in the family's home safely (3-day training). The *Underlying Needs* Training strengthens the child welfare worker's critical skills in looking beyond family members' behavioral surface symptoms, in order to recognize, address, and plan for helping the family change their deeper issues which have resulted in child maltreatment.

Child welfare workers are provided the tools to assist them in effectively identifying the underlying needs in a situation where maltreatment has occurred, or is likely to recur, so that risks to children are eliminated, or significantly reduced for the long-term.

The Core Abilities of *Underlying Conditions* Training are:

- **Core Ability 1:** Recognize and empower families through the process of change.
- **Core Ability 2:** Gather and analyze information to determine the underlying needs being expressed by the family member's behaviors.
- **Core Ability 3:** Identify major danger threats and areas of resiliency (strengths) families are experiencing.
- **Core Ability 4:** Communicate with the family and their team about the assessment process and reach agreement on the causes of maltreatment.
- **Core Ability 5:** Use the assessment information and empower families to determine multiple options for meeting their needs.
- **Core Ability 6:** Develop an individualized plan to meet the causes of maltreatment.

On the last day of the *Underlying Conditions* Training, the workers' supervisors come to the training to coach and model with their workers toward the steps necessary to help them uncover the underlying conditions with the family.

ACT II: THE INDIVIDUALIZED SERVICE PLANNING PROCESS FOR FAMILIES WHO EXPERIENCE SUBSTANCE ABUSE trains workers on the dynamics of working with families involved in substance abuse (4-day training). The *ISP Process with Families Who Experience Substance Abuse* training was designed to cover the major steps in handling substance abuse and the resulting child abuse and neglect.

A high percentage of families where there is child abuse and neglect have substance abuse occurring in the home. This training builds on *ACT I* which provides the basic ground work for child welfare workers regarding the ISP process, while *ACT II* provides further training in areas of special concern to child welfare workers. This training explores the child welfare worker's role and responsibility in helping parents and children who are addicted or dependent on substances.

The *Substance Abuse* training will develop the following core abilities:

- **Core Ability 1:** Identify substance abuse as a disease that affects the entire family. Be able to assess strengths and danger threats of individuals and families experiencing substance abuse.
- **Core Ability 2:** Be able to identify signs and symptoms of substance abuse and specific drugs. Including new drug trends, such as OxyContin and Crystal Meth.
- **Core Ability 3:** Identify the child welfare worker's role and responsibilities as a team member in assessing and treating families who experience child maltreatment and substance abuse; i.e. how to empower families rather than enabling the substance abuse to continue.
- **Core Ability 4:** Identify the immediate danger threats and long-term effects of substance abuse on family members. Treatment modalities are explored. Identify community resources that treat the effects.
- **Core Ability 5:** Examine the recovery/relapse process experienced by a person who is addicted; i.e. how to work with a family and their team in developing an effective ISP and how to monitor the recovery process.

ACT II: CPS (PRACTICAL CHILD PROTECTION SERVICES) is a 5 day training that was originally developed by the National Child Advocacy Center and has since been updated by the Office of Child Welfare Training. This training enables workers to acquire skills to:

- a. Distinguish between abuse and accidental injury.
- b. Achieve immediate crisis stabilization during investigations.
- c. Recognize emerging safety/removal factors.
- d. Assign priorities with regards to risk and safety.
- e. Assess level of risk in a family in various situations.
- f. Assess ability/willingness of non-offending parent to protect child in the family's home.
- g. Assess probability of recurring safety issues through the assessment of underlying causes of abuse. (5-day training)

The objective of *Child Protection Services Training (CPS)* is to empower the child protective social workers with the tools and skills required to provide services related to family preservation and protection of abused, neglected and sexually abused children.

CPS is an individualized program to help child welfare workers make informed decisions. Topics covered in this course include:

- Knowledge of the values of child welfare practice, including the families' self-determination, permanence, family preservation, preservation of parents' and children's rights, and respect for individual differences.
- How to accurately identify physical, emotional and behavioral indicators of abuse, neglect, and sexual abuse in children who have been abused and their families.
- Knowledge of how child abuse and neglect are presenting symptoms of family dysfunction, and how to assess individual, family, and environmental contributors to abuse, neglect, and sexual abuse.
- Knowledge of what data must be gathered from reporters, case records, and other sources to thoroughly assess alleged abuse or neglect.

- How to identify the factors that must be evaluated when assessing present danger threats, determining whether abuse/neglect occurred and determining impending dangers, strengths, and other risks in the family.
- How to determine when abuse or neglect is indicated; and when complaints are unsubstantiated, yet should be referred for community services.
- Knowledge of the responsibilities of the child protection agency and caseworker, including investigating complaints of maltreatment, providing ongoing, in-home service, providing temporary substitute care placements, and providing permanent homes for children.
- Knowledge of the proper roles and responsibilities of other community agencies in the child protective service process and how we can collaborate with these agencies and practitioners to develop case plans and to provide services.
- Understanding the concept of cultural competence; knowing how one's own culture affects behavior and values; and how cultural and ethnic differences may affect the delivery of child welfare services.

ACT II: PRACTICAL CHILD SEXUAL ABUSE INTERVENTION was developed by the National Child Advocacy Center. Practical CSA is specialized training on the investigation of child sexual abuse and working with families that are impacted by child sexual abuse. This includes information regarding the dynamics of child sexual abuse (5-day training). The Practical Child Sexual Abuse training is a competency based curriculum designed to provide the child welfare worker with a foundation for identifying and assessing child sexual abuse.

The training offers a multidisciplinary approach to the identification, investigation, validation and prosecution of alleged child sexual abuse. An overview of this session includes investigation techniques; developmental considerations of child interviewing; medical assessment of an alleged victim of child sexual abuse; offender typology; dynamics of victims and families; and cultural considerations.

- **Core Ability 1:** Understand legal definitions of sexual abuse, child welfare practice standards, and other related laws in Alabama.
- **Core Ability 2:** Become aware and desensitized to language children may use in naming their body parts and describing sexual activity.

- **Core Ability 3:** Identify survivor, sibling, offender and non-offending parent dynamics.
- **Core Ability 4:** Gain knowledge of interviewing techniques for use with the child, offender, siblings, and the non-offending parent.
- **Core Ability 5:** Recognize personal reactions to cases involving child sexual abuse and ways to prevent burnout and compassion fatigue.
- **Core Ability 6:** Identify steps necessary to complete a child sexual abuse case according to policy and best practice.
- **Core Ability 7:** Determine safety plans, case management and treatment issues.
- **Core Ability 8:** Understand the child sex offender, their motivations, denial and distortions, and assess attitudes toward child molestation.
- **Core Ability 9:** Identify advantages of a multidisciplinary approach to CSA investigations and increase understanding of roles and responsibilities of each discipline.
- **Core Ability 10:** Understand when reunification may be considered and increase knowledge of necessary preconditions.

ACT II: SUPERVISORS TRAINING for supervisors is offered and covers basic skills for supervisors (6-day training, plus an OJT component - - 3 days classroom, followed by OJT weeks in the field, followed by 3 more classroom days). *Supervisors Training* provides the foundation for supervisory practice in Child Welfare. It describes the roles and responsibilities of the Child Welfare supervisor, and provides practice-oriented demonstrations of how to carry out supervisory responsibilities.

The pervading theme of the *Supervisors Training* is that the paramount role of the supervisor is to enable front line staff to meet the needs of families and children and to fulfill the mission of the agency. In a large sense, supervisors within the agency are the "Guardians of Practice."

Two overarching roles are stressed within the 6 days of training: building the foundation for and maintaining unit effectiveness, and developing and maintaining individual staff capacity. Supervisors are given opportunities to practice within the classroom setting, and after completing an On-The-Job (OJT) training assignment in their respective counties, the trainers provide coaching and modeling to the supervisors related to their experiences with OJT. OJT is completed between the first

and second weeks of training and is done in conjunction with the supervisor's regular daily activities.

Supportive practice is modeled and encouraged during the training along with specific guidelines from the Supervisory Standards (developed as a step in Alabama's CFSR PIP) with practice techniques for creating a positive tone within the supervisor's unit to enhance worker productivity. Conversely, corrective action is also demonstrated as part of supervisory practice.

Roles as negotiator and mediator between units and upper management is another major focal point, stressing the role of supervisor in delivering both internal and external policies and procedures to line workers, and then monitoring to ensure policy is being followed.

The goal of *Supervisors Training* is to provide supervisors with basic skills and knowledge to be effective and to subsequently become a leader within the agency.

ACT II: CONCURRENT PERMANENCY PLANNING TRAINING is designed to show social workers the path to permanency for children (3-day training). It discusses the developmental needs of children for timely permanency, barriers to permanence for children, and the opportunities available through newer laws to achieve permanency for children. Practical tools are shared which will help social workers in making case goal decisions with parents and their team. Specific case management practices to help prevent foster care drift are examined. Participants will have opportunity to:

- Enhance their understanding of concurrent planning concepts and practices.
- Increase their understanding of how to work with the legal process to achieve safety and permanency for children.
- Expand their knowledge and skills of full disclosure and casework practices necessary to expedite permanency.
- Increase differential assessment skills and the ability to assess case prognosis.
- Enhance professional competence in helping families engage in the process of change.
- Expand knowledge of techniques to use to address child well being in the areas of maintaining connections and preparing children for adoption.

- Practice integration of permanency concurrent planning concepts into the ISP team meeting.

The Office of Child Welfare Training also provides **Leader Certification Training in Group Preparation and Selection (GPS) for Prospective Foster/Adoptive Parents** to county staff and foster parents and to qualified staff of licensed child placing agencies who will lead groups of foster/adoptive applicants through the process leading to licensure or approval. Leader certification sequences consist of two weeks of classroom training focusing on GPS curriculum and leader facilitation skills. The Office of Child Welfare Training also partners with other certified "Trainers of Leaders" to deliver the leader certification training. Two additional curricula designed for use with foster/adoptive families are delivered by the Office of Child Welfare Training. **Deciding Together** is a foster/adoptive preparation and selection process designed for use with individuals/families whose geographic location or circumstances of employment prohibit attendance at the 10 weeks of group meetings included in GPS. **Sharing in Permanence (SHIP)** is training designed to give approved foster families the theory, philosophy, and practice concepts of GPS while recognizing and utilizing the expertise these families have gained through experience. Since almost all of our parents have now either had GPS or SHIP, we no longer have a great need for the SHIP program and only use it "as needed." GPS and its related programs, when implemented in counties, prepare foster/adoptive parents to be fully functioning team members who contribute to planning and decision making for children and families and who appreciate and work to maintain and strengthen birth family connections during a child's placement.

The unit consists of 8 Trainers (with currently one vacancy), 1 Manager, and 1 Supervisor. The Administrative Support Assistant position is also currently vacant. In addition, there are 2 contract trainers who train the ASSIST (SACWIS) program. These positions will be converted to merit positions within the next year.

The Office of Child Welfare Training partners with ILP, QA, OCWC, Policy and other units in the Division to help develop curriculum and assist with training in most areas of Family Services. The training unit plays an important role in consulting and partnering with other units to meet overall Division training needs. The Office also

continues to partner with the Office of Child Welfare Consultation to provide Underlying Conditions training for county staff.

The Office of Child Welfare Training serves as a “clearinghouse” for training needs within the Division. In some areas it will serve in a consulting role to help other units in the Division develop curricula that is outcome based and fits within the adult learning mode. In other areas, it may do more partnering by helping to deliver the training with staff. It also serves in a consulting role for the counties as they are enabled through train-the-trainer programs to produce and present some of their own training.

Office of Adoption

The Office of Adoption has the responsibility and commitment in supporting permanency for children through 1) identifying and matching resources for children with the plan of adoption without an identified resource; 2) children in the Department’s permanent custody into adoptive resources; 3) initiating and participating in statewide and county recruitment efforts for children with the goal of adoption; 4) review and approval of county submitted adoptive home studies; 5) training and consultation for county staff to enable timely permanency through adoption; 6) coordination and supervision of Post Adoptive Services contract; 8) awarding monthly adoption subsidy; and 9) policy and program development.

The Office of Adoption has the responsibility for general recruitment activities in coordination with the Office of Foster Care. The State’s recruitment efforts include public awareness through Families 4 Alabama’s Kids: Answering the Call, featuring children on AdoptUsKids and the Department’s Websites along with posting photos in newsletters through Alabama’s Foster and Adoptive Parent’s Association (AFAPA) and Alabama Post Adoptive Connection (APAC).

The Office of Adoption is responsible for the development, supervision and coordination of the Department’s post adoption service program, Alabama Post Adoptive Connection (APAC). Three regional sites are located across the state with core services of information and referral, a lending library, support groups, sponsorship of adoption related conferences/camps and crisis intervention counseling.

Current staffing in the Office of Adoption consists of the Program Manager, Program Supervisor, Adoption Intake Consultant who also serves as Deputy Compact Administrator for Interstate Compact Association on Medical Assistance, (ICAMA), Recruitment and Retention Specialist, and seven Adoption Consultants who have recruitment, placement and consultation responsibilities. Additional consultants include the consultant providing services to Adult Adoptees, and the Subsidy Specialist. The staff in the Office of Adoption is supported by two clerical staff who also share the responsibility for responding to Probate Courts on all non-DHR adoption petitions filed in the State of Alabama.

Office of Child Welfare Consultation

The Office of Child Welfare Consultation (OCWC) is responsible for supporting and enabling counties to implement and sustain child welfare reforms as a result of the R.C. Consent Decree. The focus of the reform is system-wide with change occurring at all levels of the child welfare system, including staff competency and capacity, system values, services array and composition, support systems, infra-structure and financing.

The consultation model currently being utilized offers onsite consultation to all 67 counties. The goal is to support the State System of Care as it demonstrates sustainability and continuity of best practice in each county. A consultant is assigned to each county with each consultant having two to six counties (five consultants are assigned to Jefferson County due to size and unique county issues) to provide onsite support and guide them in the change process. This includes but is not limited to:

- Assist in developing strong child welfare practice as expressed by the 51 indicators assessed in Quality Assurance Reviews and by the Federal Child and Family Services Reviews.
- Assessment of data, outcomes, and system indicators.
- Engage counties in self-assessment of their systems.
- Coach and model best practice in the areas of safety, permanency, and well being to assure best outcomes.
- Teach and train policy and practice.
- Increase counties' capacity in working with foster youth to achieve the skills and education necessary to live productively as adults.

- Provide coaching, modeling, and feedback to increase counties ability to support productive ISP development and family engagement.
- Support counties in organizational and strategic planning.
- Provide case consultation, assessment and child abuse reports received, of timely first victim contact and timeliness in the completion of an assessment/investigation.
- Support counties in decisions regarding placement of children and provide concurrence for placement in restrictive settings.

One consultant specializes in providing the consultation described above specific to severely emotionally and/or behaviorally disturbed children and their families. This consultant also focuses on building capacity in line caseworkers and supervisors, and other consultants. This involves identifying and accessing resources that can provide technical assistance and training.

An Intake Consultant is accessible to all 67 counties for emergencies, consultation, policy questions, etc. and also handles constituent/consumer problems, complaints, concerns, etc. The Intake consultant works with the Child Welfare Consultation staff to ensure that child welfare staff and families served throughout Alabama receive a level of consistent support when they need assistance at the state level.

Office of Quality Assurance

The Office of Quality Assurance (QA) provides technical assistance to counties through QA specialists assigned to work with individual counties by providing information, consultation, etc. It does so in a variety of ways/areas including: training staff and QA committee members; providing consultation on QA committee membership, functions and activities; taking a lead in conducting reviews of county performance; and, as needed, assisting other consultants in the Family Services Division (FSD) in providing instruction and guidance in practice areas identified by onsite reviews as needing improvement.

As of June 1, 2006, there were eight staff in the Office of Quality Assurance, as follows: a Program Manager, Program Supervisor, six Program Specialists and an Administrative Support staff person. Also, permission has been granted to hire another Program Specialist.

Office of Data Analysis

The Office of Data Analysis was reorganized in November 2005 and brought back under the umbrella of Family Services with the expansion of the roles and responsibilities of the office. A Program Supervisor was appointed and two Program Specialists were hired as well as receiving two full-time and one part-time contract employee.

The Office of Data Analysis is responsible for the Program support area of the Family Services System (FSS), Alabama Child Welfare Information System (ACWIS) and the current Statewide Automated Child Welfare Information System (SACWIS)-Alabama Social Services Information System (ASSIST). The Office is responsible for identifying the data support needs of the Family Services Division and coordinating the collection of data with the Department's Center for Information Services. In addition, the Office analyzes data on child welfare outcomes and strives to present the findings in useful and meaningful ways to all Family Services offices, County Offices and other State and Federal Agencies.

The Office of Data Analysis works closely with the Office of Quality Assurance to routinely monitor county sustainability progress in meeting the goals of the R.C. vs. Walley Consent Decree through the provision of County Data Profiles and Quarterly and Annual Statewide QA reports. The Office has established a database of measurement mechanisms for State QA case reviews. The Office in conjunction with the Department's Center for Information Services has developed monthly, quarterly and annual data reports to assist the state and county staff in analyzing and interpreting data. The majority of these reports have now been converted to a web based application, Electronic Report Distribution (ERD), which enables all employees to monitor their caseloads with access from their computer desktop.

The Office of Data Analysis in conjunction with the Office of Child Protective Services collects data on child deaths through County Child Death Reviews. The Office has developed and maintains an ACCESS database, which provides a history back to 1997. A monthly report of child deaths due to maltreatment is provided to the Department's administration. Most recently the Office has been working with others within the Department to refine the Child Death Review process.

The Office of Data Analysis has established county data thresholds and a statewide report card for safety and permanency data needs as well as child and system performance outcome measures. These documents provide an alert to state and county staff identifying specific components of the program area which should be reviewed and a corrective action plan put into place.

The Office of Data Analysis provides consultation and technical assistance for all three of the State's Legacy Child Welfare Systems by maintaining the Systems Users manuals, interpretation of the Systems and enhancement and modification of the Systems through the ACWIS/ASSIST Helpdesk. The review of Federal and State regulations to determine policy needs results in changes, which directly affect the NCANDS and AFCARS reporting. A partnership has been developed with the Department's Center for Information Services and we now have a one point contact source. Through this partnership a process has been established for work priority and quality.

Office of Interstate Compact on Placement of Children

The Office of Interstate Compact on Placement of Children (ICPC) reviews, approves/disapproves and processes correspondence concerning the placement of children for foster care and residential placement. This office also approves/disapproves and processes correspondence for children to enter or leave the state for the purpose of adoption. The Compact is a uniform law that has been enacted by all 50 states, the District of Columbia and the U. S. Virgin Islands. Placement of children through ICPC ensures protection and services to children who are placed across state lines for foster care or adoption and also establishes orderly procedures for the interstate placement of children. This office arranges travel for caseworkers and children for out-of-state placements. Recognizing the increased volume of the ICPC workload following implementation of ASFA, the Office of ICPC includes two staff for Adoption ICPC and two staff for Foster Care ICPC. Other staff of this office includes a manager and an administrative assistant.

Office of Child Welfare Eligibility

The Office of Child Welfare Eligibility was transferred to Family Services in April 2005. OCWE was established in 1991, in response to the State's need for accurate

determinations of IV-E eligibility. This office is responsible for administering the Title IV-E Program and Aid to Children in Foster Care Medicaid Program. In addition, the OCWE is responsible for maintenance of policies and procedures of the Emergency Assistance Program currently funded through the TANF Block Grant and Title XX.

The primary responsibility of this Office is to determine eligibility for Title IV-E, a federal funded program that assists states in three major areas: room and board payments for children in foster care, administration, and training. Policies and procedures must be consistent with the federal regulations and the Title IV-A State Plan that was in effect on July 16, 1996.

The Office must make a determination of providers' reimbursability for Title IV-E eligibility based on the minimum standards set by the Department of Human Resources. The provider must be fully licensed and meet all safety requirements to claim Title IV-E reimbursement for the placement.

Office of Financial Resource Management

With recent re-organization, the Office of Financial Resource Management (OFRM) is again part of Family Services. This office is responsible for updating policy, training social work and supervisory staff of county departments in the policy and claiming responsibilities for the Medicaid Rehabilitative Program and the Targeted Case Management (TCM) Program. During FY05, the department received an approximate gross reimbursement of \$85.7 million from Medicaid Rehabilitative Services and \$29 million from Child TCM Services. For FY05, OFRM was staffed by a total of six staff members. For FY06, one additional staff member was added in February 06 to support the department's MAT (Multi-dimensional Assessment Tool) project.

Training on Medicaid Rehabilitative services that qualify as medically necessary which are designed to treat and/or rehabilitate a child with a mental illness is provided in county offices and at Regional Training sites on an as-needed basis. STAC (data system) training is provided to reinforce Medicaid Rehabilitative policy and to provide instructions on how to correctly claim reimbursement for services provided to Medicaid-eligible children. During FY 06, STAC training was offered through a statewide training for County Directors, supervisors and financial officers. STAC

training is currently offered on a regional basis for new employees and as a refresher for existing staff.

Training on Case Management Services that assist an individual in gaining access to needed medical, social, education and other services which are targeted to custodial children and adults receiving protective services is provided bi-monthly for all new employees at a regional training site. TCM training consists of 5.5 hours of training in a Medicaid Agency approved curriculum. Staff are tested and must earn a score of at least 80 in order to be certified to claim reimbursement for TCM services provided to custodial children. Staff attending TCM training are eligible for 3.75 hours of continuing education units. Additionally, TCM services are included the Department's ACT training program.

The objective for Medicaid Rehab and TCM training is to provide the knowledge base from which county staff can make informed decisions regarding available services, the best way in which to offer services by qualified practitioners, and how to seek reimbursement for services provided.

1. Training for Medicaid Rehabilitative services consists of a one-day session which focuses on the definition of eligible services, who is qualified to provide the service, when the services should be authorized, how to authorize the needed service, and the documentation required by the Medicaid Agency. STAC training includes the following:
 - Reinforces the need for county staff to complete the Intake Evaluation and the Treatment Plan Review for each child in care.
 - Discusses at what point in time it is appropriate to claim reimbursement; i.e., protective service and safety plan vs. an open case.
 - Covers the importance of claiming reimbursement for services authorized on the Individualized Service Plan (ISP).
 - Identifies which services can be claimed if not authorized on the ISP.
 - Explains the importance of establishing Medicaid eligibility and understanding the impact on claiming reimbursement.
 - Instructs on the need to use the correct SSN and (Medicaid) name in STAC.

- Explains MSIQ and MSED (Medicaid Eligibility screens) and how to read these screens.
- Identifies the services that can be provided to an adult on behalf of a Medicaid eligible child and how to get this entered in the system.
- Explains the difference between what's a reimbursable Medicaid service and what is needed to track for other expenditures paid out of Flex Funds.
- Discusses County Reports and the need to review Rejected and Denied reports so that errors are corrected and reimbursement can be claimed.
- Reviews options for County Procedures on how to ensure that adequate Progress Notes on services provided are received from the vendor provider prior to payment of the invoice.
- Discusses the need for case to be registered on ACWIS or FSS prior to claiming on STAC.
- Explains the need for EPSDT screening and its impact on claiming Medicaid reimbursement.
- Explains HIPAA privacy codes, number of units and unit rate of services that can be authorized.

2. Staff complete 5.5 hours of TCM classroom instruction which consists of curriculum that includes the following:

- Roles of the DHR Case Manager/Social Worker
- TCM Resource Material
- Interviewing and Communication Skills
- Confidentiality – HIPAA Regulations
- Cultural Diversity
- Case Transition/Case Closure/Case Termination
- TCM Encounters Defined – Core Services
- Documenting TCM Encounters
- Self-Determination Movement
- Freedom of Choice
- Clients Rights and Responsibilities
- Review
- Test

OFFICES SUPPORTING CHILD WELFARE

Office of Resource Management

The Office of Resource Development and Management was transferred in April 2005, to become a unit in the Office of Resource Management. This office reports to the Deputy Commissioner for Fiscal and Administrative Services. The Office of Resource Management consists of four units: Resource Development and Management, Contracts and Grants, Licensing, and Service Utilization Review.

The Resource Development and Management unit continues to be responsible for providing support services and technical assistance to County Departments of Human Resources and various program providers in the delivery of services to families and children. This unit provides assistance in the areas of resource development, as well as monitoring service providers including residential facilities and Therapeutic Foster Care (TFC). The overall mission of this unit is to provide technical assistance and support to county Departments and providers in the creation of resources which are individualized, family focused and community-based. An additional mission is to ensure that outcomes for families are being achieved through effective service delivery through an organized monitoring program, which includes quality of life issues, standards issues and contractual issues.

The primary activities of resource development staff are to provide technical assistance for development of community-based and individualized services, maintaining data on needs forecasted by County Departments and services utilized, the development of foster care resources which therapeutically serve children in the least restrictive and community-based placements and the monitoring of providers to determine safety and outcome achievement. Other activities include providing consultation regarding training needs for providers, providing technical assistance to County Departments in the creation, development, and monitoring of individualized services in order to achieve outcomes for families and children, reviewing the program narrative in the contract/vendor process for County Departments and developing and Issuing Requests for Proposals (RFP) for contracted services. Promoting smooth transition of children to adult services systems is supported through consultation with providers who operate transitional living programs. The

abilities to assess service provision for identified outcomes and to adequately craft services for families and children are identified needs for county staff.

A mission of Resource Management in support of the Therapeutic Foster Home Care program is to provide consultation and technical assistance to County Departments and providers for the development of therapeutic foster homes, to direct the implementation of a Statewide plan for therapeutic foster homes and the implementation of a Statewide plan for therapeutic foster home care. Activities include site visits to existing programs, technical assistance regarding development of requests for proposals for therapeutic foster home care, attending and/or arranging quarterly network meetings and training for providers, participation in the development of policy and standards for therapeutic foster home care, maintaining statistical records for evaluation purposes and participating in meetings to identify barriers in development of programs and strategies for addressing the barriers, providing support to the partnership between the programs and County Departments as the programs provide a no reject and unconditional approach, and providing technical assistance to maximize federal funding for children served. Resource Management will also continue to look for innovative service to support TFC programs, such as step-down, in-home support service for families whose children are in TFC placements, etc. ORM has developed the Multi-dimensional Assessment Tool (MAT) to assess the behavioral strengths and needs of children. Results of the MAT are integrated into planning for children to determine what level of service is needed to meet the child's needs. Troy University, in coordination and agreement with the Department, has implemented the use of the MAT in determining when a child is ready to step down in or from TFC and whether a child's behaviors have risen to the level that placement in TFC is really needed.

Also within the Office of Resource Management is the Family Preservation and Support Services team. Consultants of this team are responsible for training, monitoring, evaluation, and technical assistance to providers of the Family Service Centers, Family Options programs, and the Healthy Families program funded through Title IV-B, Subpart 2, Promoting Safe and Stable Families. Consultants work with county departments to ensure that these programs are as responsive to the needs of the county as possible, within the federal guidelines, and are providing the highest quality services as possible. The mission of the FP/SS team is to implement,

expand, and maintain quality services to preserve, reunify, support, and strengthen families. The FP/SS team coordinates services and activities with other offices, including the Office of Child Welfare Training, Office of Child Protective Services, and the Office of Child Welfare Consultation in order to facilitate service provision and coordination between the providers and the county departments.

The Licensing Unit within the Office of Resource Management has the responsibility to license childcare institutions, group homes, and child placing agencies. Consultation is provided to facilities to support their efforts to provide quality services. Annual site visits are made by consultants in the Resource Development and Management unit to all residential facilities to evaluate quality-of-life issues. Outcome measures are collected from residential providers who serve severely emotionally or behaviorally disordered (SEBD) children. Training, evaluation and consultation is provided by ORM to clarify and support providers in meeting the specialized needs of children.

The Service Utilization Review Unit tracks outcomes for all types of out-of-home placements. It is the plan of ORM to shift to performance-based contracting in the future, and the information collected and maintained by this unit will be critical in determining which providers provide the best care for the children that the Departments serves.

The Office of Policy, Planning and Research

This Office supports the child welfare program by formatting all policy for hard copy distribution and maintaining the electronic version/system of all child welfare policies. It also has responsibility for processing appropriate policy through the Alabama Procedures Act (APA) and maintaining logs of current and obsolete policy.

Inter-Agency Coordination and Planning

The Director of Inter-Agency Coordination and Planning works with the many state agencies which share responsibility for serving children in Alabama. This coordination provides a wide range of support for child welfare services provided by DHR through establishing new and strengthening existing collaborative efforts.

III. VISION STATEMENT

The Department of Human Resources (DHR), as the designated Title IV-B agency, administers this Plan based on the philosophy that children should be protected from abuse and neglect and, whenever possible, families should be preserved and strengthened in order to nurture and raise children in safe, healthy and stable environments. Service interventions are based on a set of beliefs about outcome-based practice that is both strength-based and family focused, underscoring the importance of comprehensive assessments and individualized planning on behalf of the children and families that come to the attention of the Department.

At the core of these beliefs are the following tenets:

- *Children belong with their families whenever they can safely live at home.*
- *Child maltreatment is an expression of an underlying, unmet need.*
- *Most parents love their children and want to care for them.*
- *All individuals have worth, deserve respect, and are capable of change.*
- *All children need to experience permanency in their lives; and when children cannot continue to live at home, they still need their family as well as meaningful relationships and enduring community connections.*

A workshop led by representatives of Child Welfare League of America was conducted in June 2005. This workshop brought together executive, administrative and management staff designees who work with child welfare related issues. One purpose of the workshop was to develop an easy to understand vision statement that can be used to clearly communicate the purpose of Alabama's system of care. After discussing shared values, a draft statement was formulated as follows: "Alabama's DHR will help families receive the least disruptive services they need, when they need them, and for only as long as they need them in order to maintain children in a safe, stable home." Further work was also done directed to issues of out-of-home care.

The state child and family services plan for abused, neglected and at-risk children and their families is intended to operationalize beliefs through developing goal-directed services that are individualized and needs-based and achieve the following:

- Treat families as partners in parenting and protecting their children.
- Respect parents and their children and focus on the family as a whole and on the family's strengths.
- Are matched to meet identified needs and vary in levels of intensity needed to keep children safe and assure their well being.
- Are coordinated between service provider and agencies to meet the multiple needs of children and their families.
- Are delivered in culturally sensitive ways.
- Are accessible to children and families.
- Address systemic barriers to accessing needed services.
- Support families through services and to strengthen families so they may safely care for their children.

The vision of the Division as it relates to priorities and connections to organizational outcomes includes:

- Being in agreement on vision, priorities, and plans for moving forward.
- Being clear on organizational responsibilities and mandates.
- Developing an organizational structure along with processes that can best support the work.
- Being clear on how to achieve partnerships between units and with counties.
- Presenting a unified view of practice, program mission, and priorities.

Central to the organizational structure within Family Services is the creation of a management team comprised of managers and supervisors from all of the offices in the Division. This team of staff members serves as the leadership body of the Division and has responsibility for carrying out the overall vision through its ownership of the goals, priorities, and desired outcomes.

IV. PLANNING PROCESS INVOLVEMENT AND CONSULTATION

Consultation with Community Stakeholders through Quality Assurance

The Alabama Department of Human Resources has implemented an ongoing process for community consultation through its quality assurance operations. This occurs in two ways.

First, each County Department of Human Resources supports a community quality assurance committee that routinely reviews cases handled by the Department, using a standard review protocol, and makes recommendations back to the Department. These committees consist of community representatives from various backgrounds, which could include citizens, public and private agency representatives, advocates, foster parents, educators and university staff, and others. Over the course of time, the committees are able to make recommendations to the Department reflecting concerns that go beyond case-specific issues, such as needs for services, additional resources, procedural changes and so forth. The Department takes the consultation that these volunteers provide seriously and uses them to make needed adjustments where appropriate. Currently, there are community quality assurance committees operating in all 67 counties in the State.

Second, the Office of Quality Assurance at the State Department of Human Resources (SDHR) routinely conducts reviews of County Departments for the purpose of evaluating the quality of services delivered and outcomes achieved by children and families. The onsite reviews also serve as a means of monitoring the Department's conformity with the principles of the R.C. vs. Walley Consent Decree. In addition to reviewing cases onsite, evaluating aggregate data on the status of child welfare services in the counties and interviewing DHR staff, the onsite reviews include interviews with community stakeholders to evaluate systemic functioning in key areas. The community stakeholders who are interviewed in each county typically include: juvenile court judges; juvenile probation officers; representatives of other public agencies such as mental health, providers (therapists, etc.), and education; foster families; members of the county's quality assurance committee; which are partially funded by the State's IV-B Part 2 allocation; attorneys and Guardians Ad Litem (GAL); law enforcement and staff of Child Advocacy Centers; and others in the community who can provide a perspective on the Department's functioning and needs.

The information obtained from the onsite reviews is used not only to guide recommendations for resource development and practice improvements in specific counties, but to identify Statewide needs and establish priorities for Departmental planning. From June 1, 2005 – May 31, 2006, the Office of Quality Assurance has conducted 18 full onsite reviews. Based on these reviews, listed below are a few

examples of how this ongoing consultation process has influenced decision-making within the Department and has led to improvements in the Department's capacity to serve children and families.

- The need for improvements/refinements in case planning skills around the Individualized Service Planning Process was often identified in the counties reviewed. The Family Services Division continues with its emphasis on strengthening its basic training curriculum for staff and is focusing on achieving greater consistency in its county consultation process to help counties address the case planning issues more effectively.
- The need to strengthen/refine, within the case planning process, the assessment process of identifying the needs of children and families, including their underlying needs, was cited as a priority need in a number of the counties reviewed. The Family Services Division is continuing with the implementation of the advanced training module that was developed to enable staff to become better adept at identifying/addressing the underlying needs of children and families.
- There has been continued emphasis on addressing the need for Statewide availability of therapeutic foster care, so children will have access to this as a part of the placement continuum regardless of where they live in the State. Results of this emphasis can be seen in the increase in therapeutic foster homes. All counties now have at least one TFC foster home within their county. The Office of Resource Management continues to work with TFC providers in expanding the services to areas of greatest need in the State, including the assessment of additional services needed to develop a continuum of care for children in the care, custody or planning responsibility of the State.
- Permanency issues continue to be considered as priority needs based on the collective findings from onsite reviews. The Family Services Division has several initiatives in place currently to address and support permanency issues. These include (1) offering a concurrent and permanency planning curriculum to staff who provide foster care services in the Department; (2) continuing to assess permanency issues during onsite reviews and where possible, having specific staff devoted to

conducting a permanency assessment as a separate function of the onsite review; (3) providing automated reports to all 67 counties with permanency data located on a central report; and (4) conducting county reviews, by the Office of Foster Care and on an as requested basis, of permanency issues and making recommendations if needed.

In recognition of the vital role that stakeholders provide through participating in program planning discussions and providing input for various program decisions/directives, the State Quality Assurance Committee has maintained the work of subcommittees. Subcommittees allow a greater in-depth focus on particular areas of work where stakeholder participation is particularly critical. These steps significantly strengthen the range and depth of participation of community stakeholders.

Other Ongoing Involvement/Consultation in Planning

In addition to the regular and in-depth involvement of internal and external parties in Quality Assurance, Family Services Division relies on a range of individuals and groups to assist in providing input into the ongoing planning and service delivery system.

The Child Welfare policy development process involves both internal and external individuals and groups to provide input as new policy is formulated and existing policy is revised. The Policy Development Protocol, requiring draft policies be reviewed by county directors and the Quality Assurance Policy Subcommittee continues to be used in policy development. Workgroups that involve community stakeholders are created when large policy pieces are being developed or revised (e. g. Out-of-Home, Minimum Standards for various provider types, etc.). In developing policy on the Indian Child Welfare Act (ICWA), the Office of Child Welfare Policy has involved the Poarch Creek Indian Tribe and the county department in which the tribe is located. The QA Policy Subcommittee, composed largely of juvenile court judges, has looked at several issues of particular interest to its members (e.g., Safety Assessments, Adoption Subsidies, Sibling Placements) and made recommendations.

Resource Management utilizes a number of groups and individuals in planning. These include directors of a number of child care institutions, members of the

Alabama Association of Child Care Agencies (AACCA), the network of therapeutic foster care providers (FFTA), the Alabama Foster and Adoptive Parent Association, county DHR workgroups and members of other State and local agencies or providers. These representatives serve on a Statewide workgroup to access the continuum of care for children's services, to identify gaps in these services and to develop specific services to meet these gaps.

The Family Services Division has a strong relationship with the Administrative Office of Courts, especially with the staff of the Court Improvement Program, designed to improve the processing of dependency cases so that abused and neglected children may be placed in safe and permanent homes as quickly as possible. DHR representation is common on committees, work groups, and court-sponsored projects. Likewise, staff at AOC frequently partner with State DHR to train, develop policies and procedures, or devise long-range plans for implementation of state and federal child welfare legislation. The relationship between State DHR and AOC has been vital to successful training and operationalizing of best practice in Alabama. AOC supported DHR attorney training provided by the DHR Legal Office. Collaboration also took place on developing a strategic plan to strengthen issuance of timely orders. DHR provided information as requested for the February '06 Juvenile/Probate Judges' meeting. Judges indicated they would like to have DHR present at the next meeting. At a Probate Judges' conference the AOC representative presented ASFA timeframes and provided a chart showing these timeframes as a handout. Continuing cross training (involving both agencies) to familiarize court staff with these important permanency issues is recommended. Coordination has been done by AOC/judges for child support and medical support orders for foster children. Further work is being discussed on other issues related to mental health, dental health, and education. Family Services and CIP collaborated with each other on respective Program Improvement Plans.

The Adoption Advisory Committee (Policy Workgroup) is comprised of county staff, adoptive parents and foster parents, a representative of the Alabama Adoption Coalition (private, licensed child placing agencies) and Alabama Foster and Adoptive Parent Association. This workgroup had an ongoing role in working with the Office of Adoption on the revision to and development of Termination of Parental Rights and Adoption policy.

The Department's post adoption services program, Alabama Post Adoption Connections (APAC), utilizes a Statewide Consumer Council consisting of adoptive parents and children that supports all aspects of the resource center including planning, feedback on the quality, appropriateness, and accessibility of services, liaison with other adoptive families and publicity. Community Stakeholder Councils in each of the five regions include professional therapists, DHR workers, school representatives, and representatives of religious and civic organizations reflective of the community's diverse citizenry. Their roles include participating in needs assessments, identifying resources, planning, determining outcome indicators and publicity.

Collaboration continues with the Alabama Foster and Adoptive Parent Association to ensure that they maintain current information on adoption issues on an ongoing basis. The Office of Adoption's liaison to the Association attends its quarterly meetings, shares pertinent information and addresses issues that arise. The Office of Foster Care Recruitment and Retention Specialist is the liaison to the Association for foster care.

The Office of Adoption represents the Department on the Alabama Adoption Coalition, an association of licensed child placing agencies throughout the state. The Coalitions focus is education, advocacy and promotion of adoptions.

An initiative was begun in June 2001 called Project Respect. In April 2005, this initiative was renamed State Advisory Committee. This is a committee of approximately twenty-five members made up of foster parent representatives and limited county and state staff to build the relationship between DHR staff and foster parents. Areas of concern have been identified and work continues to improve communication and responsiveness to each other. Periodic meetings are held to prioritize areas of concern. Foster Parent Advisory Councils meet with County Directors to identify issues of local concern and strategize ways to improve established relationships. The Problem Solving Mediation Process is a formalized method to resolve conflicts and improve communication both locally and at the state level. We developed a Respite Program for foster parents in order to provide a needed opportunity to revitalize their energy and to avoid burnout and disrupted

placements. We expect that these combined efforts will aid in retention of our much needed foster homes.

FSD also participates in initiatives that reach out to all children in the state. From this input we are able to advocate for children served in protective services and foster care. The Covering Kids and Families initiative, administered by the Office of Children's Health Programs, Alabama Department of Public Health, is a community involvement program that allows the FSD to have input into assuring that children and families are reached who need health insurance. The Covering Kids and Families initiative is funded by a Robert Wood Johnson Foundation grant to determine and remove barriers to health insurance for all families and children. State and county DHR staff have participated on committees in collaboration with DPH staff to support efforts to achieve stable and affordable health coverage for the uninsured; to gain an understanding of how the uninsured population is changing over time; and to understand characteristics of the uninsured in the state while assessing for attitudes and support of a variety of options. Two additional goals of the Covering Kids and Families initiative are the simplification and coordination of health coverage programs. FSD is continuing work to identify All Kids Plus services which will provide reimbursement for services needed by non-Medicaid eligible children served by DHR. In another initiative to achieve stable and affordable health insurance coverage for uninsured children, FSD participated in the 2005 Child Support Conference and is collaborating with the Child Support Enforcement Division so that Medical Child Support Court Orders are issued for children in DHR care.

FSD remains part of an initiative known as OUR KIDS that is the result of a strong collaboration and shared funding effort between the Commissioners of DHR, the Department of Mental Health/Mental Retardation, and the Director of the Department of Youth Services.

This blending of funding among the three agencies has created an opportunity for youth to access newly created services in their community aimed at preventing placement/custody in the out-of-home care system. Targeted youth typically are those who do not meet specific eligibility criteria and often fall into the "gaps" of service design. The initiative began to collect annual outcome data and has tracked

several key indicators to measure utilization, referral source, and successful functioning in the community.

As part of the evaluation and quality assurance process for the Family Preservation and Support Services programs (Family Options programs, Family Service Centers, and Healthy Families program), a Peer Review is conducted at each site every two years. One of the major components of the Peer Review is the focus group. Stakeholders from within the community, including representatives from the courts, school systems, health and mental health care providers, other service providers, and community members at large are invited to attend. Feedback regarding strengths and needs of the program and other needs of the community is solicited. During the site visit conducted by the Family Preservation/Support Services (FP/SS) State Coordinator or the FP/SS State Facilitator following a program's peer review, the feasibility and practicality of all suggestions, including those from the focus group is discussed. Every effort is made to ensure that community stakeholder feedback is seriously considered.

Family Services has joined with Family Assistance Division, Child Support Division, and the Children's Trust Fund to fund (through TANF dollars) thirty-six (36) local projects to serve non-custodial fathers and adolescent males. See Appendix 1 for a listing of other projects on which FSD is collaborating with the Family Assistance Division.

The Children's Trust Fund (CTF), the Family Services Deputy Director responsible for the CFSR, the Program Manager responsible for CAPTA, and the Program Supervisor responsible for Family Preservation and Support Services are meeting regularly to discuss current programs and projects of CTF, interagency collaboration, and possibilities for additional collaboration between the two agencies. It was agreed that expansion of our coordination efforts can help reduce gaps in services to families and/or overlapping efforts thus making better use of available funding. This effort is supported by Region IV ACF and the FRIENDS National Resource Center for CBCAP.

The Office of Child Protective Services has worked closely with the multidisciplinary team members of the Children's Justice Task Force on the assessment of needs to

improve the child protective services system as well as collaborative planning projects. CPS (and other FSD staff) have also worked on issues regarding Safety Plans with the State QA Policy Subcommittee.

A county director has participated in the Attorney General's Task Force on Methamphetamine. This group has worked on a protocol to assist social workers with children found in meth homes (for both situations involving CAN reports and where a meth lab is discovered during a field visit).

The Office of Foster Care has worked with the Medical Home Workgroup in regard to Alabama's 2010 Action Plan for Children and Youth with Special Health Care Needs. The goal for Alabama's 2010 plan is to create community-based service systems for children and youth with special health care needs and to assure family-centered care for Alabama's children.

The Office of Adoption has included faith-based groups, the Alabama Foster and Adoptive Parent Association, adoptive parents, and the President of the Alabama Adoption Coalition among its stakeholders.

As part of the formulation of this APSR, a stakeholders meeting was convened to discuss and provide input regarding outcome areas and systemic factors. A wide range of stakeholders were represented including service providers, county staff, other state agencies, etc. (see Appendix 2 for further information on stakeholder participants). The entire group was given an overview of the ASPR process as well as goals and objectives from the Five Year Plan. The group was divided into three groups: Safety, Permanency, and Well Being/Systemic Factors See Appendix 3 for a summary of focus group discussions.

V. ANNUAL PROGRESS AND SERVICES REPORT FY 2006

A. PRINCIPLES OF OPERATION

The Department of Human Resources and its Family Services Division are responsible for developing, operating, and sustaining a system of child welfare services in accordance with the goals and principles of the R.C. vs.

Walley Consent Decree that are outlined as follows:

1. Children will be protected from abuse and neglect.
2. Children will live with their families whenever possible and when that cannot be achieved through the provision of services, children will live near their homes in the least restrictive environment that can meet their needs.
3. Children will achieve stability and permanency in their living situations.
4. Children will achieve success in school. Children will become stable, gainfully employed adults.

The principles of the Consolidated Child and Family Services Plan are consistent with the operating goals, principles, and standards of the R.C. Consent Decree. The Consent Decree was entered in 1991 after a settlement was reached in a class action filed in 1988 on behalf of emotionally and behaviorally disordered children in the Department's care. Since that time, the Department has worked steadily to improve practice and demonstrate the capacity to support improved outcomes in all 67 counties.

The initial goal was to implement the reform in a select group of counties that comprised a representative 15 percent of the total Statewide foster care population. In this phased-in approach to creating a new system of care, the Department planned for seven stages of county groupings in order to achieve full completion of the necessary reforms by the court-mandated deadline of October 1999. Currently, all 67 counties have asserted conversion, with the concurrence of the Court Monitor and the Plaintiffs. The Department is currently demonstrating capacity to sustain the reform with the goal of being released from further court monitoring.

In order to support advanced practice and outcomes, a consultant model has been designed by Family Services that will create greater opportunities Statewide for better outcomes for children and their families, as well as ongoing county staff development. A group of 20 Program Specialist (consultant) staff will serve the 67 counties based on the existing districts of the Alabama Association of County Directors of Human Resources. Those nine districts will receive consultation from this unit, which will include:

- Onsite consultation in each county to support strong child welfare systems.
- Expertise in assessment of outcomes, data.
- Expertise in safety, permanency, and well being.
- Expertise in individualized service planning for families and organizational, strategic planning for counties.
- Implementation of IV-B, PIP, and Consent Decree mandates in each county.
- Thorough knowledge of Family Services for access of additional consultation as needed.

The following caseload standards have been set out for child welfare caseloads as per a January 1998, federal court order:

New Reports alleging abuse/neglect (CANs)	12 reports per worker per month
12 Prevention Cases	
Ongoing child protective service cases (families).....	18 per worker
Foster Care cases (children).....	18 per worker
Adoption cases (children in adoptive homes).....	22 per worker
Foster/Adoptive Resource Families.....	40 per worker

These standards set out a maximum number of cases per worker based on the type of case, giving consideration to the responsibilities that are inherent to particular staff positions. There is also a standard set out for the staff position that involves handling the incoming cases, inquiries, and reports of abuse and neglect from the community that is typically referred to as intake. Each county is allocated a percentage of staff's time for the responsibility of receiving and screening calls and referrals for agency services. It is the county's population that determines the allocation of staff with a half-time staff position allotted for every county that exceeds 50,000 residents. Thereafter, increases in staff are given based on increases in population. Additional staffing resources are allocated to counties to fulfill resource development and quality assurance functions in each county department. These positions along with the caseload standards are designed to provide the program and administrative support to enable counties to convert practice in accordance with the goals and principles of the Consent Decree. The Court

Monitor reviews the staffing levels and caseloads on a quarterly basis and the Department is required to make the necessary changes to assure that the caseload standards are implemented in all 67 county departments. The implementation of caseload standards marks a significant reform in child welfare operations in Alabama that distinguishes the state from many others in the region, and it indicates a substantial commitment to quality child welfare practice.

Central to the reform is the individualized service plan (ISP) which is developed in the context of a partnership between the children, families, and stakeholders. The ISP is based on the creation of a child and family planning team that participates in the development of a plan that is directed toward achieving the goals of the Consent Decree and the Consolidated Child and Family Services Plan. The individualized service plan is driven by an assessment of the strengths and needs within the family along with the behavioral and environmental conditions that need to be changed in order for the children to live safely with their family, to be safely reunited, or to be provided a permanent, safe and stable living situation. Multi-level planning is the hallmark of the current approach to changing child welfare operations. The effective use of these collaborative planning processes can result in both 1) partnerships in parenting and protecting children, and 2) reforms in all levels of child welfare practice (State and counties) in accordance with the R.C. Consent Decree goals and principles. Moreover, the indicators of progress that are tracked in all of the above processes monitor positive child and family outcomes, including decreases in occurrences of serious harm, decreases in entries into care, decreases in multiple placements and length of foster care stay, for example, as well as increases in successful reunification with family, placements in permanent homes, expanded service arrays, and appropriate school placements, to list a few more examples.

This collaborative system of care can only be operationalized with the support of community-based, goal-directed services that are individualized, needs-based, culturally sensitive, and family-focused while also being accessible and well coordinated. Family preservation and support services are integral components of the Department's emerging system of care for children and families served through the Department's child welfare programs.

ADOPTION AND SAFE FAMILIES ACT (ASFA), MULTI-ETHNIC PLACEMENT ACT (MEPA) COMPLIANCE, AND INDIAN CHILD WELFARE ACT (ICWA), CHILD AND FAMILY SERVICES REVIEW (CFSR)

There has been a continued focus on the ASFA Task Force work done in conjunction with the Administrative Office of Courts. This group, under the leadership of the Manager of the Office of Foster Care, has been meeting to discuss legislative issues, status and support for Alabama's IV-E and CFSR Program Improvement Plans, permanency, and other related topics. A specific example includes a meeting in August 05 during which the Permanency Profile Report was discussed. The Permanency Profile and IV-E reporting information have been provided to AOC quarterly. As a result of their request, judges' initials were added to the IV-E report so they can more easily interpret the data. Ongoing work continues toward reinforcing policy and training provided to staff regarding ASFA and MEPA. The Task Force and Family Services staff have explored ways to emphasize ASFA and MEPA as best practice by weaving the principles throughout training, consultation, tracking of data, and policy development. The QA Reviews help to assess conformity in these areas. Also, data is reviewed to see if there is evidence of transracial placements and matching of resources without regard to ethnicity or race. Ongoing work with the Administrative Office of Courts (AOC) (training for Judges, attorneys and Guardians Ad Litem) has been directed toward strengthening compliance with ASFA. Standard Orders are available electronically and a social worker legal checklist was developed and included in packets provided at recent training. Other work has centered on issues related to caseload management for judges (better scheduling dockets, etc.). A multi-disciplinary approach will include ASFA issues. Currently the department is working towards having the ability to interface computer systems with the Alabama Administrative Office of the Courts (AOC) for the purpose of monitoring court-related events requiring State action, such as recording outcomes for all petitions, notification of foster parents, trials, hearing, detention proceedings, periodic review, adoptions, and change of placements as well as recording the court's decision in these matters. By doing this it will allow the Department to ensure that the ASFA and MEPA requirements are being met. As part of the CFSR PIP, Child Welfare training

curricula have been updated to strengthen areas related to ASFA/permanency. Another result of collaborative efforts is the "Social Worker Guide for Working with the Courts" currently being incorporated into FSD policy.

Although Alabama continues to have relatively few occasions to ensure compliance with ICWA, work has continued throughout the reporting period on formulating DHR policy to reflect the provisions of ICWA. The DHR Legal Office has assisted in policy development to ensure that measures are taken to include provisions of all relevant laws. Family Services has developed the first draft of DHR's ICWA policy. The current procedure is for counties to contact their designated Child Welfare Consultant for assistance as needed in regard to ICWA. Child Welfare Consultants would seek guidance from DHR's Legal Office, as needed. The Poarch Band of Creek Indians is located in Escambia County. The Escambia DHR staff work cooperatively with them when an inquiry or report is received. Collaboration with the Social Services Director of the Tribe included participation in the APSR 2006 Focus Group as well as a telephone discussion to talk about specific issues (See Appendix 15).

The Office of Interstate Compact on the Placement of Children has procedures in place regarding children of Native American Heritage. When an inquiry is received, ICPC staff contact the DHR Legal Office, APHSA, and the Bureau of Indian Affairs for guidance. ICPC has a designated contact person with the local Bureau of Indian Affairs.

A county MEPA compliance survey was completed by the Office of Foster Care in 2004. No exceptions were found in this county at the time of the survey. The Office of Foster Care is in the process of designing a compliance review to be used by the counties to prevent violation of MEPA. The Office of Adoption has procedures in place not to delay or deny placement of a child due to race.

CHILD AND FAMILY SERVICES REVIEW (CFSR)

DHR has worked continuously during the period following the final CFSR PIP Quarterly report to resolve data issues related to adoption. This has involved

close collaboration with the ACF Region IV Office as well as Children's Bureau representatives. A new State Data Profile dated May 4, 2006, shows that Alabama has met its goal related to length of time to finalize adoptions. The PIP goal was of all children existing care to a finalized adoption, 16% exited care in less than 24 months from the time of the latest removal from home. The State Data Profile reports 18% - surpassing the goal by 2%. Meeting this final goal allows for possible penalties associated with CFSR to be rescinded.

Proposed changes to data measures for the second round of CFSRs were reviewed, discussed and comments were made to ACF. Data measures, as well as other standards for the CFSR, are considered in on-going work as the next round of reviews approaches. Staff will be attending federally sponsored meetings and trainings to assist in preparing for the next review.

B. OUTCOME AREAS

1. SAFETY

(a) Child Protective Services Goal and Objectives for FY 2005-2009

PROTECTIVE SERVICES LONG RANGE GOAL

The principal goal for child protective services is to ensure that children are protected from abuse and neglect. While safety of children is paramount, whenever possible, families should be preserved and strengthened so that children will have a safe, nurturing, healthy and stable environment.

In collaboration with the child safety focus group, the following objectives were determined as a plan of action for the next five years in an effort to reach the above noted goal. The participants of the focus group included representatives from a variety of community partners, e.g. Department of Public Health, Troy State University, Family Guidance, Department of Children's Rehabilitative Services, County Department Staff, Children's Trust Fund etc. The focus group also identified

training needs, including domestic violence and cultural issues, as well as, better utilization of Children’s Rehabilitative Services as areas needing to be strengthened.

PROTECTIVE SERVICE OBJECTIVES

1. OBJECTIVE

Decrease the number of child abuse reports requiring longer than 90 days to be completed, i.e., investigated, recorded and approved by the supervisor.

FY 2005	3%
FY 2006	3%
FY 2007	3%
FY 2008	3%
FY 2009	3%
Total	15%

In past reports the data for this objective has been measured by the ACWIS report reflecting the status on October 1, of each year (Quality Assurance Indicators-Child Safety). This item reflects the number of cases completed in greater than 90 days which includes cases that have been referred for due process and to law enforcement (LEA) or other state agencies (OSA). Once referred, the Department no longer has total responsibility for the timeliness of the assessment. Many reports are not completed for a year or more. In FY 2003, 49.8% of reports disposed were pending longer than 90 days. This percentage was established in last year’s Five Year Child and Family Service Plan as the baseline for measuring this objective. The ACWIS report reflecting the status on October 1, 2004 indicates there were 9,807 reports representing 14,844 children, which were pending more than 90 days. This includes

all reports in suspended status i.e. pending due process or referral to law enforcement or other state agencies. For FY 2004, 51% of the reports disposed were pending greater than 90 days. Using this method to analyze, the goal to decrease the number of reports pending > 90 days by 1% was not met.

For the past two years, the focus group participants have recommended that the Department consider a more accurate method to measure this data so as to eliminate the LEA/OSA and due process cases from these yearly totals. In order to follow this recommendation, Safety Data Thresholds, which were established during the third quarter of FY 2004, will be used in the future to provide a measurement for this data. This data more accurately reflects the number of cases for which DHR has responsibility and provides a consistent Departmental measure for this objective.

The Office of Child Protective Services established a new baseline, using Safety Threshold Data to evaluate and measure this objective, when the first complete year of threshold data was available (October 1, 2005). The same goal percentages for improvement for years 2005 to 2009 will remain the same. The Safety Threshold for CAN reports pending greater than 90 days is defined as any County Department that has 20% or more of their CAN reports pending greater than 90 days in any given quarter of the fiscal year.

The method for obtaining the Safety Threshold Data for this objective is obtained from the ASSIST report, Quality Assurance Indicators, Child Safety. In order to determine the percentage per county, the reports pending DHR Assessment > 90 days is divided by the

number of Reports Pending DHR, then the cases pending > 90 days are averaged. Reports in suspended status will not be included, i.e. LEA/OSA, Administrative Record Reviews or Administrative Hearings. The elimination of suspended reports in this data provides a more accurate count of pending reports for which the Department has total responsibility.

As noted earlier, in the 3rd quarter of FY 2004, the Safety Data Thresholds were implemented. In that quarter, 17 counties were identified as having 20% or more CAN Assessments pending > 90 days. Percentages pending ranged from -22.2% 72.9%. Statewide 28.5% of CAN Assessments pending were pending greater than 90 days. Twenty-three (23) counties exceeded this threshold during the 4th quarter of FY 2004. Percentages ranged from 21.2%-65.5% Statewide 28.6% of DHR pending cases were pending > 90 days.

FY 2005 is the first reporting year to use the Safety Threshold Data to measure outcomes for this objective. Due to the use of this data, it was necessary to identify a new baseline for this objective. Using FY 05 data, which was the first complete year of using Safety Threshold Data, the baseline has been established at 18%. Yearly percentages identified to decrease the number of CAN Assessments requiring > 90 days to complete will remain the same.

In the most recent focus group (April 2006) with community and county office partners, it was recommended that the Department use a comparison of the Safety Threshold Data and the previously used Quality Assurance Indicators-Child Safety. The

comparison could prove beneficial in identifying barriers to completing timely assessments. It would also provide comparative data for the two years prior to 2005.

Safety Threshold data for FY 2005 indicates the statewide average of CAN Assessments completed within the 90 day time frame was 82%. This percentage does not include any cases in suspended status, i.e. due process or LEA/OSA. Eliminating the cases in suspended status provides the Department with a more accurate representation of cases pending DHR work. In addition, the data reflects that the yearly statewide average of counties exceeding the Safety Threshold for FY 2005 was 14 of 72 counties, with each of the five Jefferson County regions being counted as a separate county.

In addition a comparison of FY 2005 of all CAN Assessments including those in suspended status reflects that of the CAN Assessments disposed, 51% were completed within the policy timeframes of 90 days. Of that 51% requiring > than 90 days to complete, 31% was a result of due process or the need for another state agency to complete the assessment. The 20% not completed within 90 days and not due to due process, law enforcement or other state agency is comparable with the 18% not completed using the new Safety Threshold baseline data.

Safety Threshold data is available for the first two quarters of FY 2006. For the first quarter 85% of CAN Assessments were completed within the required 90 days. Eight counties out of 72 exceeded this threshold. Second quarter data reflects that 92% of pending CAN Assessments were completed within 90 days. Six of 72 counties exceeded the Safety Threshold. For the first 6

months of the fiscal year, the Department is meeting the established goal to decrease from the baseline by 3%.

Throughout the year counties have been very diligent to ensure CAN Assessments are completed within 90 days. Staff turnover continues to be a challenge that has tremendous impact on all counties, but particularly larger counties. Additionally, large counties receive a large volume of cases and serve a large geographic area that makes it difficult to make the necessary contacts. In some cases smaller counties also have large geographic areas. Though their volume of cases is small, not being able to make contact with one child during the quarter has great impact on their safety data.

Each county who exceeds this Quarterly Safety Threshold provides a detailed explanation and where necessary a corrective action plan to the Office of Child Welfare Consultation (OCWC). The OCWC with the support of the Office of Child Protective Services are available to assist the counties in identifying areas needing improvement and developing and implementing corrective action plans.

2. OBJECTIVE

For children previously known to the Department due to child abuse or neglect reports within the past twelve (12) months, decrease the number of child fatalities due to maltreatment.

FY 2005	1%
FY 2006	1%
FY 2007	1%
FY 2008	1%
FY 2009	1%

Total 5%

The ACWIS Report, QA Indicator-Child Safety status as of October 1 of each year, will be used to measure this objective. As of October 1, 2003, 25% (5 of 20 children) of child fatalities were previously known to the Department due to a report of abuse or neglect. This percentage will be used as the baseline data to measure this objective. For FY 2004, twelve children reported to the Department died as a result of abuse or neglect. Only one of the children (<1%) had contact with the Department within the past twelve months. Based on this data, this objective was met and the number of child deaths due to abuse and neglect of children known to the Department had continued to decrease.

As previously indicated many child death cases are pending a year or longer due to the backlog of cases handled by Alabama Department of Forensic Sciences. Therefore the data reported for this objective may change from year to year.

Updated data is now available for FY 2004. Sixteen child deaths were reported to the Department during FY 2004. The Department had previous contact with five (31%) of these children. One of these cases is still pending.

In FY 2005 child death reports were received on 20 children. The Department had known seven (35%) of these children prior to their death. Two of these seven cases are still pending. Based on this data, the established goal was not met.

Currently the FY 2006 is not available. Caseloads for the Department of Forensic Sciences continue to increase and as a result information need by DHR to complete the child abuse assessments are delayed.

This year's focus group recommended that in addition to tracking these cases yearly, that consideration be given to track them semi-annually as well. Looking at these cases semi-annually could provide additional insight into other barriers to timely completion that might exist and to the types of cases with prior child welfare involvement. Specifically, recommendations pertaining to data reporting in child death cases included, tracking whether the case was opened or closed at the time of the child death and to identify the relationship of the PARAN (person allegedly responsible for abuse/neglect) to the child or family at the time of the report. Plans are being made to implement these recommendations in FY 2007.

Each county department has a Child Death Review Committee, which evaluates cases involving child fatalities, including DHR licensed child care facilities and day care homes/facilities, in which the child has had previous child welfare contact. The purpose of the review process is two fold: to strengthen the global understanding in the System of Care and its capacity to serve children and their families, and increase our sense of local accountability and county capacity to serve children and their families. The committee consists of County QA Coordinator, County QA Member (Community Representative), Regional State Office Staff, i.e. Office of Child Protective Services; Office of Child Welfare Consultation, Administrative Record Reviewer and adjunct members who will be used on an as needed

basis. These internal child death review procedures were revised this year and have an implementation date of June 1, 2006. The revised procedures will provide a feedback loop for any recommendations made by the review committee. This will allow additional accountability for the recommendations.

There are plans to revise the Child Death Review Reporting Document this fiscal year. The database for child deaths is being upgraded so that data is more easily extracted for reporting purposes.

The State Child Death Review System, which is a legislative mandated review process for unexpected/unexplained deaths of children also reviews cases in their local multidisciplinary teams. The manager of the Office of Child Protective Services represents the Department on the State Child Death Review Board. Recommendations from this legislative Child Death Review System are sent to the Governor.

3. OBJECTIVE

Increase the percentage of face to face contacts with children in CAN reports within the policy timeframe.

FY 2005	1%
FY 2006	1%
FY 2007	1%
FY 2008	1%
FY 2009	1%
Total	5%

The ACWIS report, Quality Assurance Indicators, was selected as the means to monitor this objective. In FY 2003, 88% of initial contacts were made within the

policy guideline of five calendar days. This percentage was used as the initial baseline data to measure this objective. For FY 2004, 93% of the initial contacts with children were made within the policy time frames. The goal for this objective was met in FY 2004.

The Department has established Safety Thresholds in regard to child contact to provide consistency throughout the Division. The goal is that 100% of the children alleged to be abused or neglected be seen within the policy guidelines; however, it is understood there are legitimate reasons which might prevent a child from being seen within the timeframe e.g. family moves and address not known, child visiting out of state, child in intensive care medical facility etc. Therefore, 85% of the children receiving a face to face contact was established as the Safety Threshold for this objective. Beginning with the FY 2005 report, data will be taken from ASSIST Report PSASB118A, CAN Central Registry Summary and used to determine the baseline for future measurement of this objective. The yearly percentages for improvement will remain the same as noted above. The evaluation of this objective will be completed quarterly. Counties do not meet the threshold if the percentage of child contact is below 85% for two consecutive months during the quarter, including the last month of the previous quarter. The county is notified of their failure to meet the threshold. As stated above, each county who exceeds this threshold must provide a detailed explanation and where necessary a corrective action plan within 90 days of receipt of the notice. Office of Child Welfare Consultation and the Office of Child Protective Services continuously monitor this data and work with the counties on corrective action plans.

For the 3rd Quarter of FY 2004, 14 counties were below the 85% threshold for two consecutive months for child contacts within 5 days of CAN reports received. Percentages ranged from 69.2%-83.7%. For the 4th Quarter FY 2004, 6 counties were below the threshold, with percentages ranging from 50% -84%.

The FY 2005 goal for this objective was to increase the percentage of face-to-face contacts by 1% over the previous year which was 90.4%. Data for FY 2005 indicates that 92.8% of the children identified at risk had contact within policy time frames. Therefore the goal was exceeded by 2.4%.

Two quarters of data for FY 2006 are currently available for review. The data indicated in the first quarter, 92.9% of face-to-face child contacts were made with policy time frames. An average of 9 counties exceeded the Safety Threshold of below 85%. The percentages range from 33.3%-84.9%. An average of 3 counties exceeded this threshold with percentages below the base line ranging between 83.7%-63.2%.

As with timely completion of CAN Assessments, the same variables can affect this outcome. For large counties the volume of reports received, the size of the geographic area and extensive staff turnover influence the timeliness of face-to-face contacts. Small counties also struggle with staff turnovers and large geographic areas that are often rural. Also the number of assessments they receive is much lower and failure to have timely face-to-face contact could cause them to not meet this threshold.

The threshold information suggests that the majority of the 67 counties meet this objective of face to face contacts with policy time frames. It is also evident that in smaller counties, the inability to locate one or two children can greatly impact the data for the threshold.

4. OBJECTIVE

Decrease the number of children being subjected to repeat maltreatment within the past twelve months.

The Quality Assurance Indicators Report was selected to monitor this objective. The baseline data for FY 2003 reports that 5.4% of the children with previous dispositions of indicated, were subject to repeat maltreatment within a twelve month period. This percentage is below the national average of 6.1. The focus group thought this important objective should continue to be monitored in order to ensure that this threshold is being maintained.

FY 2005	0%
FY 2006	0%
FY 2007	0%
FY 2008	0%
FY 2009	1%
Total	1%

Data from this report indicates the number of children with repeat maltreatment during the past twelve months. The repeat maltreatment is not limited to the same person allegedly responsible for maltreatment or same circumstances of maltreatment. Using this method for FY 2004, the percentage decreased to 5.0%. This is 0.4% decrease from the previous year. This objective was met for FY 2004.

Beginning with FY 2005 reporting, the Safety Thresholds established for repeat maltreatment will be used for evaluating this objective and a new baseline will be established. This data is also obtained from the Quality Assurance Indicators Report – Child Safety. Counties fail to meet this threshold if the percentage of repeat maltreatment is 6.1% or higher for 2 quarters, to include the current and previous quarter. In order to determine percentages per county, the number of children with repeat maltreatment in the past twelve months is divided by the number of children with indicated dispositions.

Using the Safety Threshold data information available, during the Third Quarter FY 2004, 11 of 67 counties exceeded the threshold of 6.1% for two consecutive quarters. The percentages ranged from 6.2%-33.3%. For the 4th quarter of FY 2004, six counties exceeded the threshold with percentages ranging from 7.4% -33.3%. Analysis of the FY 2005 Safety Threshold data, indicates that the rate of repeat maltreatment statewide was 4.9% at both six and nine months. An average of 5 counties exceeded this threshold in FY 05 with repeat maltreatment rates ranging from 6.34% to 22.2%. In FY 2005 this objective was met.

For the first two quarters of FY 2006, data indicates the repeat maltreatment rate at 4.8%. An average of 6 counties exceeded this threshold during these two quarters. The repeat maltreatment rates in these counties ranged from 23.8%-61%.

There continues to be concerns regarding reports of suspected abuse and neglect not being accurately reported in ongoing CPS cases. This was a need

identified in CFSR review. The Office of Child Welfare Consultation and the Office of Child Protective Services continuously monitor Safety Data Thresholds and work with counties on corrective action plans where applicable. The focus of consultant intervention is to ensure child abuse and neglect reports in open cases are treated as such, accurately documented and addresses all safety concerns for the children. The objective is also part of the Quarterly Quality Assurance Report submitted by each county. The Quality Assurance Committee in each county also monitors this data.

Another issue related to more accurate data for this objective has been related to the method of linking cases in the automated computer system, ASSIST. With the February 2005 implementation of the new phase, the method to link cases has been improved.

5. OBJECTIVE

Increase the capacity of staff to adequately address and identify all risks of harm to children living in their own homes or in out of home placements and improve the effectiveness of family preservation services to protect children in their own home.

The Federal CSFR conducted in April 2002 found that preventative services provided were not always appropriate for reducing risks of harm to children or that when appropriate services were provided, DHR was inconsistent in monitoring families to assess whether services are effective in reducing harm. The outcome was achieved in only 69.4% of the cases. This was the previously established baseline.

In FY 2004, the Department renegotiated with ACF the baseline and goal to be achieved by the end of the PIP for this objective. The new goal is 44% and the new baseline is 42%, which was based on the Department's QA data. Also renegotiated with ACF was the decision to use data from the Quality Assurance reviews as the method of measurement. To show the level of progress being made, SDHR Quality Assurance reviews, rate family preservation in *appropriate* county cases reviewed. Forty percent of the cases reviewed in Calendar Year 2004 (January 1, 2004-December 31, 2004) found evidence that appropriate family preservation services were provided to the family to reduce threats of harm to the children. The rolling year data for April 1, 2004-March 1, 2005 indicated of the cases reviewed, 50% had evidence of appropriate family preservation-services and service monitoring. The goal for this objective was met for the above noted timeframe. The percentages for improvement are noted below.

FY 2005	1%
FY 2006	1%
FY 2007	3%
FY 2008	3%
FY 2009	3%
Total	11

The Quality Assurance data used to measure this objective indicates that in the rolling year (October 1, 2004 - September 30, 2005) the State Quality Assurance team determined that in cases where family preservation was rated, it was rated a strength 33% of the time. Based on this data the goal was not achieved. However, for the period of January 1, 2005 - December

31, 2005 the measure was up to 52%. In the 6 onsite QA reviews completed thus far in FY 2006, family preservation was rated a strength in 57% of the cases (not all reports are finalized). The focus group recognized the Department's efforts to support family preservation and recommended that the Office of CPS work closely with the Office of Quality Assurance to develop additional methods of evaluating the work done to preserve families.

Although not included in the above data, additional analysis is provided by each county Quality Assurance Committee reviewing cases and rating the family preservation through the use of appropriate services.

Consultants from both the Office of Child Welfare Consultation and the Office of Child Protective Services continue to work toward increasing supervisor capacity around assessing threats of harm. Much of this work has been done in conjunction with the Safety Management training that is described in Objective 6.

The Family Preservation Unit continues to work with targeted counties whose utilization of Family Preservation Services was low. Counties are encouraged to include a Family Preservation Specialist, in all pre-removal staffings. This enables workers to review preservation services that have been provided to the family.

6. OBJECTIVE

Increase the staff's capacity to develop and monitor safety plans for effectiveness in managing identified risk of harm.

The Federal CFSR reviewers also found that the Department was inconsistent in adequately addressing or identifying all risks of harm when a child is placed in the home and at times in out of home placements. Services were not provided consistently or monitored for effectiveness and safety plans were not used effectively or consistently to manage identified risks. This was rated a strength in 76% of the time. In 2004 the baseline and goal for this objective were renegotiated with ACF as 78% and 81% respectively for the State's PIP. It was also renegotiated to use the State's Quality Assurance county review data as measurement indicators. For the rolling year April 1, 2004- March 31, 2005, 79% of cases reviewed safety was considered a strength. Using the renegotiated baseline of 78%, the goal of increasing this measurement by 1% is met for this timeframe.

The percentages for improvement was changed in last year's report and is reflected below:

FY 2005	1%
FY2006	1%
FY2007	1%
FY 2008	1%
FY 2009	1%
Total	5%

The overall five year goal for this objective will be increased from 82% to 83%.

The goal for this objective was to increase the staff's capacity to develop and monitor safety plans by 1% over the previous year. Based on data obtained from Quality Assurance Reviews in FY 05, 78 percent of cases

showed evidence that social workers were identifying safety threats and developing and monitoring safety plans. However, for July 1, 2004 – June 30, 2005 it was 83%. Also for April 1, 2005 – March 31, 2006 the percent was 80% (reports are not finalized) reviewed. The 1% goal was achieved. In the six on site reviews so far in FY 2006, 77% of cases reviewed found workers assessing safety and implementing services to control the threats with appropriate services (not all reports finalized).

The Department contracted with ACTION for Child Protection to provide Safety Management Training for ongoing CPS and Foster care staff, including supervisors and program staff. Twenty-five sessions were conducted throughout the state. This 3-day training focused on safety assessment during the first four months of an open CPS case and safety assessment during reunification. The number of county and state staff who participated in the training is 657. The training sessions were completed in September 2005. The Department has also purchased the training package from the Resource Center. The material will be integrated in the current ACT I curriculum and the consultants from the Office of Child Protective Services are trained to continue providing the training when the contract is completed.

Evaluations indicate the training was timely and well received by the participants. State office consultants have continued to coach and model the safety model for county staff.

The Child Protective Services Consultants have identified counties whose staff have completed the training and

will continue to work with those counties using actual county cases. Participants must bring one case per worker and participants will review Safety Plans and ISP as a group and provide peer feedback in order to help strengthen practice. Other SDHR staff such as Child Welfare Consultants, QA Consultants and CPS Policy staff, have been trained and provide coaching and modeling to county staff. A CPS consultant has worked with individual counties to help refine the practice around the use of safety plans.

The National Resource Center on Child Protective Services is currently providing assistance in developing a plan on how the safety training provided over the past 2 years can best be reinforced and maintained as practice. In consultation with the Resource Center, it has been decided to focus on supervisors and build their skills. The need to have supervisors who are safety experts was determined the most effective method in reinforcing the safety model. The Resource Center will be providing additional technical assistance days to focus on supervisors. Tentatively, plans are to conduct focus groups with some supervisors who attended the safety training for on-going CPS to learn what they see as the most effective method of reinforcing the safety model and how to enhance their skills. Consideration is being given to working first with the supervisors in Jefferson County, the state's largest county.

(b) Child Abuse Prevention and Treatment Act (CAPTA)

The primary plan for CAPTA funds for the next five years continues to be to support the due process requirement of CAPTA by administering the administrative record review process. The limited remaining funds will be used to support pilot projects, a position in the Central Registry for Child Abuse

and Neglect, training or resources for County Departments in order to strengthen the child protective services program.

The administrative record review program is a joint partnership between the county departments and the state office. State office administrative record reviewers and the County Director or designee review the case record and any information submitted by the alleged perpetrator to determine if the record supports a finding of abuse or neglect. The alleged perpetrators are given written notice of their right to an administrative record review. They are informed the review process will be completed by a DHR independent panel, who are not directly involved in the case and have authority to overturn the decision of the worker/supervisor if the record does not support the finding of abuse or neglect. This program improves the child protective services system by establishing procedures for appealing and responding to appeals of substantiated reports of abuse and neglect. It was implemented June 1, 1999.

CAPTA funds are currently being used to staff three state level administrative record reviewers. The amount of funds to be used for Fiscal Year 2006 to support this program is approximately \$194,759. This amount includes the salary and benefits for three program specialists. From May 10, 2005 to May 10, 2006, a total of 1,512 requests have been received involving 1,741 children. Of this total number of children, the reviewers upheld and agreed with the decision of the county worker/supervisor in 81% of the child cases.

The Administrative record review process continues to generate a lot of interest from alleged perpetrators' attorneys. Much of the correspondence and telephone calls involve explaining the process. There have been lawsuits and continuing threats of legal action. A district federal court's ruling on one case has

upheld the constitutionality of the administrative record review process. However, the process continues to be legally challenged, in particularly the Mobile region of the state. The administrative record review staff continues to work closely with the Department's legal staff regarding these legal issues.

In an effort to guard against further lawsuits in Mobile County and jeopardize establishing a Statewide law, the Department's Commissioner changed the policy in January 2004, on administrative record review in this county only. The alleged perpetrator continues to be offered an administrative record review; however, should the alleged perpetrator or his/her attorney challenge the process and request a hearing, an administrative hearing with the Attorney General's Office is provided to the person. There is program concern about this process becoming so legalized to the detriment of protecting children. In the hearings held before the administrative law judge with the Attorney General's Office, children must testify (unless a mental health determination is made for younger children that it would cause harm to the child) before their parents and is very much a court process. The Department has the burden of proving the case in the hearing procedure. Many times children, collaterals, reporters, and other persons with knowledge of the abuse/neglect are reluctant to get involved to this extent.

The necessity of adequate record documentation continues to be emphasized with staff and is supported by the policy. Statewide documentation training continues to be needed and is a goal being established for next year. Administrative record review staff continues to provide informal documentation training for a few County Departments, upon request. There continues to be plans of revising the documentation training to incorporate the new CPS policies and forms and will be made available to county staff upon completion. The administrative

record review process continues to provide increased credibility to the child protective services program.

Staff in this unit continued to work on revising the protocol for the internal child death review process. The revised protocol for internal child death reviews has been completed and became effective June 1, 2006. This revised protocol will become effective June 1, 2006. During the review of child deaths with prior DHR involvement, it was identified that there needed to be a stronger feedback procedure developed. There was not a formalized method of ensuring that recommendations made by the child death review team were acted upon. The revised protocol strengthens this procedure by providing a feedback loop to and from the respective county directors and program areas. Another concern in regard to the internal child death review process has been expressed by our Legal Division. The review form has been subpoenaed by plaintiff attorneys and its content used against the Department in court. Staff worked with the Legal Division to revise the report form to accomplish the goals of the review, while being mindful of the information available to the plaintiff attorneys.

In addition to the job duties of the administrative record reviews and participation in the internal child death review procedures, staff in this unit are involved in the team approach to assisting counties in improving their child protective services program. They work closely with the two full-time CPS consultants by providing support and helping to identify strengths and needs of the counties' CPS program.

The plan to develop informational child abuse/neglect pamphlets and posters has progressed slowly due to other program requirements and assignments. A draft informational booklet has been developed, but it has been determined that the booklet contains too much detailed information, which

would be overwhelming to the families. Further concern was that because of the length, it would not be read by the families. This draft document is now being reviewed and plans are to shorten the document. All materials produced will be made available in English and Spanish. The amount of CAPTA funds that have been budgeted for this project is \$20,000.

In last year's CAPTA plan, a pilot project was proposed and approved that would develop a mentor program for supervisors and workers in Lee County. The Department's administration later made the decision there were greater needs and suggested these monies be diverted to a drug court project in Calhoun County. With the approval of the of the ACF regional consultant, the \$60,000 previously allocated for the Lee County mentor project was diverted to the Calhoun County drug court project.

The Calhoun County Family Drug Court/Intensive Reunification Court's contract was signed with the Department in January 2006. Although the project has only been operational a short time, the program has made great strides. A Manual/Handbook was developed which addresses the program requirements. Also, a Memorandum of Understanding was developed with stakeholders of the project to clarify roles. The Calhoun County Department of Human Resources is vested in the program and have assigned a liaison with the court to work on this project. Currently, there are 12 participants in the project who have completed the assessment phase. The assessment phase is when a participant has been through the Shelter Care Hearing and been referred to the Drug Court Program and is in the process of having a drug/alcohol assessment completed and reviewed by the Drug Court Team. An additional participant was referred to an inpatient treatment program by the Drug Court Team. The Drug Court Team plans to work with this participant upon release from the inpatient program to ensure the participant receives aftercare services.

Services of the Drug Court/Intensive Reunification Court being funded with CAPTA monies are:

- Drug/alcohol assessments completed by a licensed clinician. This service has been greatly enhanced with the development of the Drug Court program because previously there was not uniformity due to different clinicians conducting the assessments and it took 4-6 weeks after children were placed in foster care for the parents to begin counseling and treatment. The Drug Court now has the assessments done in 72 hours of referral and treatment begins within 7 days of the referral.
- The participants receive counseling/treatment and drug education along with NA and AA meetings through one provider. Counseling and Drug Education programs and NA and AA meetings are organized and supervised by the Calhoun County Community Corrections.
- The Drug Court Team staffs each case each week. The Drug Court coordinator/case manager, the treatment providers and the DHR workers, DHR attorneys and the Drug Court Judge staff each case weekly to ensure that the participant is following the treatment plan and the Department's individualized service plan (ISP), then this is addressed during the drug court hearing with the participant. Problems are addressed early and misinformation or confusion is addressed.
- Training on the Drug Court program and on symptoms/signs of drug/alcohol use and what to look for in investigating a home/caregiver with drug abuse allegation has been provided to DHR social workers and other community resources by the Drug Court Team.

Preliminary feedback from the participants indicates the participants feel much more connected to the court process

because they meet with the judge weekly. In the traditional court tract, parents would only be going to court once every 3 to 6 months. The weekly meetings allow problems to be addressed quickly. The overall goal of the project is to return children safely to the care of their parents more quickly. Also, with the intense treatment and follow-up, the goal is for participants to successfully remain drug free.

Another substance abuse pilot project was planned for this past year using CAPTA funds. This project design was to use paraprofessionals, who have successfully completed drug treatment and have remained drug free, as mentors for current substance abusive parents. The Office of Child Protective Services' supervisor heard about such a program while attending a HHS sponsored Conference. The supervisor has had difficulty in securing program design material from this project. The plan is to collaborate with the state's substance abuse director, with the Department of Mental Health, to learn if they can assist in designing such a program. None of the \$80,000 budgeted for this project has been spent yet. Work will continue on this project.

CAPTA funds were also allocated this past year to help fund forensic interview training for county social workers and supervisors. The plan is to collaborate with the Children's Justice Task Force and provide comprehensive forensic interview training to county and state program staff. CAPTA funds are to be used to train additional slots for DHR staff. Children's Justice funds are being used to provide this training to multidisciplinary investigative team members. A contract has been agreed upon with the National Advocacy Center in Huntsville, Alabama to provide this training. The plan is to begin this training in July 2006 and conduct five training sessions during FY 2006. The remaining training sessions will be held in FY 2007. The total amount budgeted for this training

is \$101,809. The training will be over a three day period, with an additional day for supervisors. The funding sources will be maintained separately.

With the concurrence of the ACF regional consultant, approximately \$11,000 of CAPTA funds were used during FY 2006 to purchase scanners and software for the State Central Registry on Child Abuse. This Department provides clearances of the State Central Registry on Child Abuse and Neglect for employment working with children. Scanners and software were purchased to enable retrieval of information released to employers on substantiated reports of child abuse and neglect. Also, two additional scanners and software have been approved and ordered to build a data base for the administrative record review due process procedures required by CAPTA. Several of these due process cases are being challenged in court and the Department's Legal Division has advised that the actual copies of the reports reviewed for the due process be maintained in a database. The plan is to scan these reports and keep them in a database for a period of 7 years.

CAPTA funds were also used this past year to purchase color printers for the Administrative Record Review staff. These printers were needed in order to print the photographs taken by county staff of children's injuries.

The position of a State Office program specialist to provide background clearances from the State Central Registry on Child Abuse and Neglect has been funded with the use of CAPTA funds this past year. It is anticipated that by the end of this fiscal year, \$59,071 of CAPTA funds will be used for this purpose. From October 1, 2005 through April 2006, a total of 17,909 requests have been received from employers working with children to screen applicants for employment and applicants for foster and adoptive parents. The program

specialist reviews every report with a substantiated disposition to ensure that the report meets current standards for policy and provides the written feedback to the potential employer. This service increases the safety of children by potentially preventing child abuse.

CAPTA funds will also be used during FY 2006 to fund the expenses of the program manager to attend the state liaison's meeting.

The CAPTA requirement of three citizen review panels is met by the county and state quality assurance committees. The RC Consent Decree requires the development of a local quality assurance (QA) committee to monitor and evaluate the child welfare program within each County Department. The QA committees are composed of volunteers within the local community. This committee reviews case records, interviews stakeholders in the community to evaluate the child welfare delivery system and outcomes for the children and families. The committee has the authority to make case and county specific recommendations, as well as Statewide system recommendations. Alabama has one citizen review panel for each of the 67 County Departments. The quality assurance committees are functioning at different levels of development. It is expected that these committees will continue to grow in their development.

There is also a State level volunteer QA committee that receives and monitors the reports of county QA reviews. The State QA Committee is being provided with information from the county QA reports. Quarterly and annual Statewide reports are compiled from the quarterly QA reports and are provided to the State QA Committee and also are available to the public. The State QA Committee has continued to be active this year and continues to grow in its development. The State QA sub-

committee on policy has been very involved in the development of policy regarding the length of time allowable for an out of home, non-foster care safety plan. Consensus has been reached with this committee and this policy is in revision status at this time. The Department's response to last year's recommendations from this Committee is included in Appendix 4 of this document. Also, Appendix 5 is the year's annual report from the State QA Committee. The State QA Committee is serving as a useful means of improving the State's child welfare system.

Alabama has been meeting the CAPTA requirement for criminal background checks for prospective foster and adoptive parents and other adults in the home for many years. The foster care policy manual (revised in 1993) stated, "all foster family home applicants (including boarding homes, related homes, and free homes) after May 17, 1985, and members of their household 19 years and older, must have a criminal record check." In 1992, state legislation was passed that clearly authorized the Department of Public Safety to release information to approved requestors with the required written permission of the individual. This legislation also established a fee for this service. Further state legislation was passed in 2000 which made it mandatory that all licensed child and adult care facilities, and child placing agencies request criminal history background information checks on licensees and license applicants, volunteers, employees and prospective employees of licensed or approved child and adult care facilities and certain Department of Human Resource employees, and for foster homes and adoptive homes approved by child placing agencies or the Department of Human Resources. This legislation was very comprehensive and a new unit was established within the Department to handle these background checks.

The Office of Child Protective Services/Administrative Review has completed a referral process and a training program in order to implement the requirements for young children under CAPTA Sect. 106 (b) (2) (C).

CAPTA policy requires that DHR make a referral for early intervention services for children who have an indicated CA/N and have not reached their third birthday.

DHR's Office of Child Protective Services staff worked extensively with the staff of Alabama Early Intervention Services (AEIS) to develop procedures and training to facilitate the delivery of services to this target group, children from birth to age three. AEIS staff provided information and training for State DHR staff from OCPS and Office of Child Welfare Consultants. AEIS staff conducted training sessions at the district resource development meetings. AEIS continues to be available to conduct training for state and county staff on request.

A referral form, AEIS-DHR CAPTA Referral Form, DHR FCS-2121 was developed and implemented in June 2004. This referral form has recently been included in the ASSIST computer system. See Appendix 14. County staff can now complete the form on the computer and send it directly to the regional AEIS office. These procedures are still being clarified, as some staff are continuing to send them to the State Office for transmittal. The plan is to generate an automated report of these referrals. This computer program has not been developed at this time, but the request has been made.

CAPTA FY 2007

CAPTA funds for FY 2007 will continue to be used to assist in the financial demands of administering the administrative record review process. This will improve the child protective

services system by establishing procedures for appealing and responding to appeals of substantiated reports of abuse and neglect (CAPTA, Sect.106 (a) (2) (B9) (I)). CAPTA funds will be used to continue to staff three state level administrative record reviewers.

In addition to conducting administrative record reviews, this staff will continue to be involved in a DHR team effort to self-evaluate child deaths in which DHR has had prior child welfare involvement within the past twelve months from the child death. The goal of this self-assessment is to determine if changes or improvements are needed in child protective services system, e.g., policy, training, supervision, caseload management etc. These reviews will improve the child protective services system in the intake, assessment screening, and investigation of reports of abuse and neglect, as well as, case management and delivery of services provided to children and their families. The amount of CAPTA funds budgeted for FY 2007 to support the administrative record review program is \$218,862.

It is proposed that CAPTA funds be used to fund the development and delivery of training on legal issues for child protective services staff. While the Department has training on legal issues provided in the basic worker entry level training, it is included with an array of other training subjects. The proposed training will be more comprehensive than the basic training and will be a stand alone training module. The delivery of child protective services is becoming increasing more complex and difficult. The legal issues are also complex and staff have a need to be aware of these issues in order to protect the rights of the families and to protect themselves from liability. It is planned to collaborate with the Department's Legal Division and the National Resource Center in the development and delivery of this training. The proposed

amount budgeted for this training is \$123,244. This training will strengthen the child protective services system by improving the skills of individuals providing services to children and families.

The State Central Registry on Child Abuse and Neglect is used widely by potential employers, who work with children, to screen applicants for employment and for the screening of foster and adoptive parents. During FY 2005, 37,060 authorized requests for background checks were received in the State's Central Registry. Of this amount, 309 were substantiated reports. From October 2005 through April 2006, 17,909 authorized requests have been received. Due to the high volume of requests, it is necessary for a full-time program specialist to review the substantiated child abuse/neglect reports and respond to the requests. This is a critical position that requires balancing child safety with liability issues. It is proposed that CAPTA funds continue to be used to fund this program specialist position. The projected cost of this position for FY 2007 is \$71,801. This service increases the safety of children by possibly preventing child abuse. The child protective services system is strengthened by improving the delivery of services provided to children and their families.

CAPTA funds will be allotted for state program staff to attend HHS sponsored meetings and other child abuse specific conferences or meetings. These trainings will improve the child protective services system by developing, strengthening and facilitating training opportunities for individuals overseeing and providing services to children and their families.

**CAPTA BUDGET
FY 2007**

Administrative Record Review Staff	\$218,862
CPS Legal Issues Training	\$123,244

Program Specialist, Central Registry on Child Abuse/Neglect	\$71,801
Meetings and Training State Program Staff	\$6,000
TOTAL	\$419,907

(c) Family Preservation and Support / Promoting Safe and Stable Families

FP/SS LONG RANGE GOAL 2005-2009

Enhance the ability of families and communities in Alabama to create safe, stable, and nurturing environments that promote healthy child development and enable families to resolve crises and connect with necessary and appropriate services in order to remain safely together in their homes whenever possible.

1. OBJECTIVE

Maintain previously established integrated and coordinated family service center sites, and establish new sites as funding allows, that vary in intensity to meet the needs of children and families for family support and preservation services under the Promoting Safe and Stable Families portion of the Adoption and Safe Families Act.

- Provide level funding, or an increase as funding allows based on performance, for the Family Service Centers currently funded in Houston, Jefferson, Hale, Montgomery, Baldwin, Russell, Calhoun, Talladega, Lowndes, Tuscaloosa, and Chambers Counties and the Healthy Families program, a family support home visitation program in Huntsville in Madison County, and add additional Family Service Centers as funding allows.

- As funding allows, expand services as needed in the Family Service Centers to include “front-end” family preservation services, designed to meet the needs of families served by DHR child welfare staff, as identified by each county DHR.

The Family Service Centers listed above received funding based on performance in FY 2006, and continue to provide the same quality services. Six of twelve Family Service Centers (Sylacauga, Talladega, Baldwin, Tuscaloosa, Russell, and Chambers counties) received increased funding in FY 2006 as a result of outstanding performance as measured through an evaluation of the Family Service Centers using the Family Service Center Standards. FY 2007 funding levels will be based on performance on this year’s Family Service Center Standards reviews, but are not yet completed.

A total of 7,460 unduplicated families received core family support services through the Family Service Centers and Healthy Families in Fiscal Year 2005 and 5,821 unduplicated families received core services from October 2005 through March 2006. The following chart shows numbers of unduplicated families served through one or more of the core service programs offered by each Family Service Center and Healthy Families during these time periods:

	FY 2005	FY 2006 – Mar.
Alfred Saliba Family Services Center (Houston County)	1582	945

HERO Family Resource Center (Hale County)	326	148
The Center for Families-Montgomery (Montgomery County)	351	226
Family Service Center – Bay Minette (Baldwin County)	106	65
The Children and Family Connection (Russell County)	269	145
The Family Services Center of Calhoun Co., Inc. (Calhoun County)	1640	2231
F.I.R.S.T. Family Service Center of Talladega (North Talladega Co.)	973	601
SAFE Family Service Center (South Talladega Co.)	232	186
Circle of Care Center for Families (Chambers County)	345	200
The Center for Families – Jefferson County (Jefferson County)	160	106
Family Service Center of Lowndes County (Lowndes County)	173	85
Tuscaloosa Family Resource Center (Tuscaloosa County)	1169	785
Healthy Families North Alabama (Madison County/ Home Visitation Only)	162	105
TOTAL	7460	5821

This fiscal year our database that each program uses to track the numbers of families served has been modified to give totals only of those unduplicated families who receive core services. Core services are based on a comprehensive assessment process that results in goals identified by the families. Case management services are provided as a part of core services to facilitate access and follow-up. The Family Service Centers continue to provide many other supportive services that are not classified as core services; however, the reporting database no longer provides totals for these services.

During fiscal year 2005, the Family Service Centers were asked to track specific outcomes for program participants. The following outcomes were achieved by these twelve Family Service Centers across the state:

- 86% of families reported more stability after services.
- 423 individuals obtained jobs.
- 54 individuals received a GED.
- 1,800 parents attended parenting classes.
- 1,790 counseling sessions were provided.
- 264 individuals attended literacy classes.
- 58 individuals completed literacy classes.
- 37 individuals learned to read.
- 68 individuals left abusive relationships.
- 7 individuals completed substance abuse treatment programs.

During FY 2005, the Healthy Families program reports the following outcomes for participants:

- 97% of children served were protected from child abuse and neglect.
- 96% of teen mothers served avoided a repeat pregnancy (state rate = 91%).
- 77% increased knowledge of child development.
- 95% increased knowledge of effective responses to inappropriate behavior from their children.
- 92% of non-custodial dads reported interacting with their children at least 3 times per week.
- 67% of non-custodial dads avoided fathering another child.
- 4 teen mothers graduated from high school; 7 are still attending.

Family Service Centers were again evaluated according to the Family Service Center standards implemented in fiscal year 2001. This process continues to be extremely beneficial in assuring that the services provided to families meet minimally acceptable standards and in determining levels of funding by more objective criteria. Six Family Service Centers received increased funding in FY 2006 due to outstanding performance on the Standards. Again this fiscal year changes were made in the process in an effort to provide increased objectivity and consistency among reviewers. This year's evaluations are not yet completed.

In response to need expressed by DHR, several centers have developed new programs or expanded/altered existing programs in an effort to provide more "front-end" services to child welfare-referred families. A Therapeutic Parent Education Visitation Program was

developed at the Tuscaloosa Family Resource Center to facilitate reunification and has served four families so far. The FIRST Family Service Center in Talladega expanded their in-home parent education services to families referred by neighboring St. Claire County and during the first half of the fiscal year has served 15 families and 27 children. The Center for Families – Montgomery altered a program to provide intensive home visitation services to families with an open CPS investigative case and for those that had a CA/N report and/or showed signs of probable CPS involvement unless services were accessed. During the first 6 months, 6 families were served. At the Alfred Saliba Family Services Center in Houston County, five families have been provided in-home parenting services utilizing the Parent Project curriculum. The SAFE Family Services Center in Sylacauga (Talladega County) is providing parenting education to families with children age 9 to 14 when substance abuse is involved. In Russell County, the Children and Family Connection is providing supportive services, parenting, and counseling to families with open protective service cases and other families referred by child welfare. An in-home parenting program focused on behavior management was developed and implemented in Chambers County for child-welfare referred families. All of these new “front-end” services will be evaluated after their first year in operation to determine if the programs are being utilized and the desired outcomes are being achieved. Changes and revisions will be made at that time as needed.

Overall, the Family Service Centers remain well respected and provide quality services in their communities. The variety of quality assurance processes in place indicates that the overwhelming

majority of the Centers are meeting community needs and enabling families to become safe and stable.

FY 2007

- This objective will be continued.

FY 2008

- This objective will be continued.

FY 2009

- This objective will be continued.

It will be evident that this objective has been achieved if existing programs continue to be funded and new programs are developed as funding allows.

2. OBJECTIVE

Maintain intensive family preservation services and family reunification services, and expand as need dictates and funding allows, under the Promoting Safe and Stable Families portion of the Adoption and Safe Families Act.

- Fund service delivery, with expansion as need dictates and funding allows, in the intensive family preservation and family reunification programs (Family Options) currently funded in all sixty-seven counties throughout the state.

The Statewide Family Options Reports, which include both intensive family preservation services and time-limited family reunification services, with statistics on each Family Options program for Fiscal Year 2005 and FY 2006 from October 2005 through March 2006, are attached to this report as Appendix 6 and Appendix 7.

- Explore the efficacy of service delivery models such as Family Options Reunification Assessment and Family Options Mental Health, and as funding allows, need dictates, and evaluation supports, expand these and other models into other parts of the state.

Four Family Options programs that were chosen based on need to be pilot sites for a reunification assessment model that includes a comprehensive, in-home assessment to determine if reunification is indicated, and two programs piloting a mental health model that focuses on preservation and reunification services for adolescents with mental health problems and facilitates the step-down of children to less restrictive placements, continue to operate. Approximately 219 children from 106 families received the services of the Family Options Reunification Assessment programs and 93 children from 54 families received the services of the Family Options Mental Health pilot programs during FY 2005. Onsite evaluation visits are completed annually to assist in decisions about needed changes.

Due to funding limitations, these two models have not been expanded. The Mental Health model will be continued as long as the demand supports in the two remaining pilot sites, but will not be expanded at this time. Upon evaluation of demand and survey data received across the state, it was determined that the Reunification Assessment model will be expanded into other parts of the state at such time as funding allows.

- Maintain monthly statistical reports on families and children served.

Each program submits monthly reports to the FP/SS State Coordinator or Facilitator. These statistics are then compiled into a Statewide report, which contains the following information, for both preservation and reunification: number of referrals received, accepted, declined, and declined due to no vacancy; number of children served; number of interventions and assessments completed; number of families remaining together at the end of the intervention; and overall unit utilization rate. In addition, statistics are given on each family served regarding reason for referral, decline reason, number of face-to-face service hours provided, length of intervention, recommendation at termination, etc. Family preservation or successful reunification percentages at 3, 6, 9, 12, 18 and 24 months after the intervention are also tracked and reported. With this detail of information provided, data to assist in monitoring a program's progress toward goals and compliance with program criteria is readily accessible. The Statewide Family Options reports for Fiscal Year 2005 and for October 2005 through March 2006 are included as Appendix 6 and Appendix 7.

During FY 2005, the Family Options programs served 3030 children from 1,194 families. Approximately 95% of these families were safely preserved and approximately 94% were safely reunified as of the end of the Family Options preservation or reunification intervention. After the Family Options Mental Health intervention, approximately 78% of families were safely preserved and approximately 77% were safely reunified. Statistics for the first six months of FY 2006 show a 95% success rate for preservation for 914 children from 355 families served, an 87% success rate for reunification for the 396 children from 158 families served, a 96%

success rate for Family Options Mental Health-Preservation for the 43 children from 24 families served, and a 75% success rate for Family Options Mental Health-Reunification for the 21 children from 12 families served. Additionally, for 45 families involving 93 children in out-of-home care, an intensive assessment was completed to assist DHR in determining the appropriate permanency plan for these children. Many were successfully reunified with the assistance of the Family Options Reunification program.

- As funding allows and need dictates, expand the Reunification Assessment model into other parts of the state.
- Maintain monthly statistical reports on families and children served.

FY 2007

- This objective will be continued.

FY 2008

- This objective will be continued.

FY 2009

- This objective will be continued.

It will be evident that this objective has been achieved if existing programs continue to be funded and programs are expanded as need dictates and funding allows.

3. OBJECTIVE

Coordinate service delivery and provide training under the Promoting Safe and Stable Families portion of the Adoption and Safe Families Act.

- Continue to facilitate the relationship between County DHR family support and preservation liaisons

and program sites as the primary point of contact and service coordination between the community, family service center or Family Options provider and the child welfare and public assistance programs, through inclusion of the DHR liaison in FP/SS Partner Trainings and site visits.

Family Options supervisors meet at least quarterly with the liaisons, supervisors, directors and other child welfare staff in each county served to discuss programmatic issues. Liaisons also participate in FP/SS Partner Trainings. The liaisons are responsible for arranging orientation for FP/SS staff to child welfare and family assistance services, as well as coordinating attendance by these staff at ISP (Individualized Service Planning) and other relevant training by the Department. The emphasis continues for all Family Options Programs to improve their relationship with child welfare staff in each county, by conducting focus groups, in-services, and information exchanges. These activities continue to be very instrumental in strengthening this relationship.

- Conduct peer reviews of all FP/SS programs; administer consumer satisfaction survey instruments and use results for quality improvement in all programs for one week on two different occasions; and collect, compile, analyze, and use for evaluation and quality improvement purposes, quarterly statistical reports.

As of the end of March in FY 2006 peer reviews have been conducted in the following sites: Family Service Center – Bay Minette, The Center for Families – Jefferson County, The Center for Families –

Montgomery, Children and Family Connection, Circle of Care Center for Families, and Alfred Saliba Family Services Center. Peer reviews are scheduled in the following sites for the remainder of FY 2006: East Central Alabama Family Options, West Central Alabama Family Options, Healthy Families North Alabama, Southwest Alabama Family Options, and The Family Service Center of Calhoun County, Inc. All programs whose sites have been reviewed have reported the value of the feedback received and have implemented many of the suggestions made.

Consumer Satisfaction Surveys were administered by all programs in October 2005 and April 2006. The number of the returned surveys varied across sites with a total of 683 responses in October 2005. The results have been overwhelmingly positive and indicate that families are being seen at convenient places and times, are getting the help they feel they need, are being treated with respect, and find it helpful to talk to their worker. Ninety-six percent (96%) of families responding indicated that they would refer their neighbors to the program and 86% responded that their family is more stable as a result of participating in the program.

The implementation of the database has continued with the help of The University of Alabama. Statistical data on services provided, demographics of families served, goal achievement, etc., is being collected by all programs. The Statewide quarterly report of Family Preservation and Support Services for the last quarter of FY 2005, which includes all programs, is included as Appendix 8. The final report from FY 2005 indicates that a total of 6,463 unduplicated families were provided core services ranging from support to preservation

throughout the state. There is continued effort to change and improve the web-based evaluation system to make it more accurate and more user friendly. This evaluation system has more checks and balances and allows programs, and selected department and state officials to find out information about individual programs or all programs with a few keystrokes and a password at an internet site. The Website may be viewed by logging on at www.al.fpss.com.

- Ensure that community needs are met through FP/SS programs, through utilization of feedback received from focus groups during peer review process and through involvement of DHR FP/SS liaisons in periodic site visits and peer review process.

During the site visit conducted by the FP/SS Coordinator or the FP/SS State Facilitator following a program's peer review, the feasibility and practicality of all suggestions including those from the focus group are discussed. Every effort is made to ensure that feedback is seriously considered. DHR FP/SS liaisons continue to be invited to participate in quarterly site visits and also participate in the peer review process. This has proven to be valuable for both the liaison's understanding of the program services and providing the opportunity to verbalize unmet community needs that the program might address.

- As funding and travel restrictions allow, participate in Southeast Regional Intensive Family Preservation Network, through attendance by Department and contract staff at the Annual Training Institute,

assistance in accessing trainers, and coordinating and hosting the Annual Training Institute.

These conferences were discontinued due to budget constraints and travel restrictions experienced by all the states involved.

- Enable Family Options staff to receive specialized training in the basic Homebuilders Model and beyond; specifically basic training for line staff and supervisors, working with substance affected families within the intensive family preservation intervention, critical thinking skills for family preservation workers, domestic violence issues within the family preservation intervention, and others designed to address specific areas of need.

Two sessions of basic Homebuilders training, motivational interviewing, critical thinking skills, basic and advanced training for Family Options Supervisors, responsive supervision, implementing cognitive strategies, working with parents with cognitive limitations, ethical issues in in-home services, working with children and adults with mental health issues, and working with drug affected families will have been provided to Family Options staff, Family Options Aftercare staff, and supervisors from both programs by the end of the fiscal year.

- Enable family support programs to receive technical assistance and training.

Technical assistance was provided by the FP/SS State Coordinator and the FP/SS State Facilitators to providers, program staff and county staff regarding

programmatic and contracting issues. With assistance from the county DHR liaison to each program, the FP/SS Coordinator and Facilitators coordinated training activities for providers. Training was provided on the Family Preservation/Support Services Act and Promoting Safe and Stable Families legislation, Alabama's FP/SS 5-Year Plan, DHR's role and relationship to FP/SS providers, and county DHR programs and services. State and county DHR consultants again provided training and coaching to family service center staff on the individualized service planning process. Alabama Certification Training (the child welfare training curriculum) has been provided to a small number of staff of FP/SS programs this fiscal year.

This fiscal year we are offering two twelve-hour training sessions for Family Service Center staff, Directors and Supervisors on Family Support skills and effective supervisory skills. Both trainings are being designed around topical areas in which participants have expressed an interest and/or need and will be presented by FP/SS and outside agency staff with expertise in each area. Approximately 20 Directors and Supervisors and 25 front-line staff will be trained this year.

- Maintain the capacity to train Department and contract staff in the Homebuilders Model and provide onsite consultation to programs through IFD-trained Alabama trainers.

The FP/SS State Coordinator and one FP/SS State Facilitator are fully trained to deliver basic Homebuilders line staff training. Both the State Coordinator and all three Facilitators have also completed the training process for onsite consultation through the Institute for

Family Development. So far this fiscal year, eleven sites have received onsite consultation, with the remaining site scheduled in May.

- Facilitate regularly scheduled network meetings of Family Options Directors and Supervisors.

Regular meetings of all Family Options supervisors plus the Family Preservation and Support Services State Coordinator and State Facilitators have been held in fiscal year 2006. These meetings provide a valuable opportunity for technical assistance, planning, problem solving, and peer support as well as training on various programmatic issues. Family Service Center Directors are meeting together as needs arise for the same purposes.

- Enhance through technical assistance the capacity of staff to utilize natural and creative resources toward the goals of family preservation and support.

The FP/SS State Coordinator and Facilitators provide individualized technical assistance with planning and problem solving, monitoring and support functions to the twelve Family Options programs, twelve Family Service Centers and Healthy Families Program. The State Coordinator and Facilitators conduct regularly scheduled site visits to each program in order to provide technical assistance, consultation, and monitor progress toward goals. The State Coordinator and Facilitators are accessible to each supervisor between visits for needed consultation.

In addition, mentoring and peer support between sites was facilitated through "Family Preservation and Support

Services Partners" provider trainings. The FP/SS Partners include program and provider staff and DHR liaisons to the programs, with trainings being held a minimum of quarterly or as needs arise. Again this year the meeting focus has been geared to a training-oriented format.

- Evaluate progress and utilization of each program in order to change and adapt programs as needed.

As the FP/SS State Coordinator or FP/SS State Facilitator receives the monthly and quarterly reports from each Family Options program and the quarterly report from each Family Service Center and Healthy Families he/she is assigned to monitor, utilization rate and other program statistics are noted. As site visits are conducted, the State Coordinator or Facilitator will address any concerns with the Director/Program Supervisor and/or provider. Technical assistance is provided by the Coordinator or Facilitator to help improve utilization or address other issues. These statistical reports are utilized as plans are made for the following fiscal year in terms of funding, staffing or other necessary programmatic changes.

FY 2007

- This objective will be continued.

FY 2008

- This objective will be continued.

FY 2009

- This objective will be continued.

It will be evident that this objective has been achieved if the activities listed above have been completed.

4. OBJECTIVE

Through the provision of family support services under Promoting Safe and Stable Families, improve child safety for children in families served.

- Improve ratings of safety for children referred due to child safety issues as reported by the referring worker from the county DHR office.

The Statewide quarterly report for the first quarter of FY 2006 indicates improved ratings of safety for children referred due to safety as reported by the referring worker from the county DHR office. Safety was rated on a scale of zero to five, with five being the safest. In all families where safety concerns prompted the referral to the program, 100% had an increase in the safety rating at the end of the intervention of one or more increments. One hundred percent (100%) had final safety ratings of three, four or five on a five-point scale.

- Document progress toward goals established by families in their work with family support programs related to family stability as rated by families at regular intervals.

The Statewide quarterly report for October 2005 to December 2005 indicates progress toward goals related to family stability as rated by families at regular intervals. Goals were rated on a scale of zero to five, with five representing maximum improvement. Ninety-six percent (96%) of goals rated showed progress of one

or more increments. Ninety-one percent (91%) had final ratings of three, four or five on a five-point scale.

FY 2007

- This objective will be continued and the same indicators listed will continue to be tracked as they are necessary to measure progress toward this objective.

FY 2008

- This objective will be continued and the same indicators listed will continue to be tracked as they are necessary to measure progress toward this objective.

FY 2009

- This objective will be continued and the same indicators listed will continue to be tracked as they are necessary to measure progress toward this objective.

It will be evident that this objective has been achieved if safety ratings and goal ratings show improvement on the Statewide quarterly report.

5. OBJECTIVE

Through the provision of intensive family preservation services, time-limited family reunification services, and home visitation services under Promoting Safe and Stable Families, increase the numbers of children served by intensive family preservation and home visitation services enabled to live safely with their families.

- Maintain no greater than 5% of reports of child abuse and neglect on children while being served through Family Options or Healthy Families that result in children being removed from their families and placed in state-funded care.

The Statewide quarterly report for the first quarter of FY 2006 indicates that the overwhelming majority of children served by Family Options and Healthy Families were enabled to live safely with their families. During this period, less than 2% of families served had an indicated child abuse/neglect report that resulted in state-funded placement. Even these few placements into state-funded care are not considered failures by the Family Options Program since the overriding goal of Family Options is child safety.

Also of note, children referred due to safety as reported by the referring worker from the county DHR office were rated on a scale of zero to five, with five being the safest. Ninety-six percent (96%) of families served had an increase in the safety rating at the end of the intervention of one or more increments. Sixty-six percent (66%) had final safety ratings of 3, 4 or 5 on a five-point scale.

- Document progress toward goals established by families in their work with Family Options programs or Healthy Families related to child safety as rated by families at regular intervals or at the end of the Family Options intervention.

The Statewide quarterly report for October 2004 through December 2004 indicates progress towards goals related to child safety as rated by families. Goals are rated on a scale of zero to five, with five being optimal progress. Eighty percent (80%) of goals were rated by the families as having improved by one or more increments. Of all goals rated, 95% had a final rating of three, four or five on a five-point scale.

- Increase numbers of families safely remaining together at 3 months, to no less than 80%, at 6 months, to no less than 75%, at 9 months, to no less than 70%, and at 12 months, to no less than 65%, after intensive family preservation (Family Options) intervention.

The following table indicates the family preservation percentages for completed interventions for FY 2005 for each program.

**Families Remaining Together Post
Family Options Preservation Intervention**

	<u>3 mo.</u>	<u>6 mo.</u>	<u>9 mo.</u>	<u>12 mo.</u>	<u>18 mo.</u>	<u>24 mo.</u>
Central Alabama	94%	100%	100%	94%	96%	96%
East Alabama	99%	100%	100%	98%	98%	94%
East Central Alabama	98%	95%	90%	94%	96%	77%
Jefferson/Shelby	93%	91%	100%	92%	95%	87%
Madison/Limestone	92%	88%	90%	90%	78%	95%
Montgomery	100%	100%	100%	79%	80%	91%
Northeast Alabama	87%	87%	100%	95%	90%	93%
Northwest Alabama	95%	94%	94%	97%	91%	80%
Southeast Alabama	97%	100%	100%	99%	91%	99%
Southwest Alabama	93%	92%	97%	88%	91%	96%
Tuscaloosa Hub	94%	90%	100%	92%	100%	85%
West Central Alabama	89%	77%	84%	94%	100%	94%
AVERAGE	94%	93%	96%	93%	92%	91%

All programs significantly exceeded the mandated placement prevention rate.

- Increase numbers of families safely remaining together at 3 months, to no less than 70%, at 6 months, to no less than 65%, at 9 months, to no

less than 60%, and at 12 months, to no less than 55%, after the successful completion of family reunification interventions (Family Options).

The following table indicates the successful reunification percentages for completed interventions for FY 2005 for each program.

**Families Remaining Together Post
Family Options Reunification Intervention**

	<u>3 mo.</u>	<u>6 mo.</u>	<u>9 mo.</u>	<u>12 mo.</u>	<u>18 mo.</u>	<u>24 mo.</u>
Central Alabama	100%	100%	100%	86%	89%	100%
East Alabama	100%	97%	89%	96%	100%	98%
East Central Alabama	95%	93%	95%	85%	74%	93%
Jefferson/Shelby	95%	100%	87%	91%	100%	98%
Madison County	85%	82%	80%	74%	74%	79%
Montgomery County	100%	100%	100%	97%	100%	88%
Northeast Alabama	100%	91%	100%	92%	77%	96%
Northwest Alabama	98%	100%	100%	87%	84%	92%
Southeast Alabama	95%	100%	100%	95%	94%	97%
Southwest Alabama	74%	83%	92%	90%	85%	100%
Tuscaloosa Hub	100%	100%	100%	96%	88%	92%
West Central Alabama	92%	91%	100%	88%	89%	95%
AVERAGE	95%	95%	95%	90%	88%	94%

All programs significantly exceeded the mandated successful reunification rate.

**Families Remaining Together Post
Family Options Mental Health Preservation Intervention**

	<u>3 mo.</u>	<u>6 mo.</u>	<u>9 mo.</u>	<u>12 mo.</u>	<u>18 mo.</u>	<u>24 mo.</u>
East Central Alabama	0%	0%	0%	100%	100%	100%
Northeast Alabama	57%	75%	100%	87%	76%	95%

Northwest Alabama	100%	100%	100%	83%	95%	84%
AVERAGE	52%	58%	67%	90%	90%	93%

**Families Remaining Together Post
Family Options Mental Health Reunification Intervention**

	<u>3 mo.</u>	<u>6 mo.</u>	<u>9 mo.</u>	<u>12 mo.</u>	<u>18 mo.</u>	<u>24 mo.</u>
East Central Alabama	100%	100%	100%	0%	0%	100%
Northeast Alabama	0%	0%	0%	88%	75%	78%
Northwest Alabama	82%	100%	100%	74%	75%	55%
AVERAGE	61%	67%	67%	54%	50%	78%

For FY 2006 through March statistics show that 88% of children remain out of state-funded care at three months after the family preservation intervention, 83% of children remain out of state-funded care at three months after the family reunification intervention, 82% of children remain out of state-funded care at three months after the mental health-preservation intervention, and 100% of children remain out of state-funded care at three months after the mental health-reunification intervention.

- Maintain no less than 90% of families remaining safely together at the end of the intensive family preservation or family reunification intervention.

The following chart indicates the percentages of families who remained safely together at the end of the intensive family preservation, family reunification, mental health preservation, or mental health reunification intervention for Fiscal Year 2006 through March for each Family Options program.

**Families Remaining Safely Together
Following Intervention**

	Family Preservation	Family Reunification	Mental Health Preservation	Mental Health Reunification
Central Alabama	100%	67%	N/A	N/A
East Alabama	92%	67%	N/A	N/A
East Central Alabama	100%	100%	N/A	N/A
Jefferson/Shelby	89%	82%	N/A	N/A
Madison/Limestone	93%	80%	N/A	N/A
Montgomery County	92%	100%	N/A	N/A
Northeast Alabama	86%	82%	100%	100%
Northwest AL – Florence	92%	60%	92%	63%
Northwest AL – Jasper	100%	100%	100%	100%
Southeast Alabama	97%	91%	N/A	N/A
Southwest Alabama	100%	100%	N/A	N/A
Tuscaloosa Hub	92%	100%	N/A	N/A
West Central Alabama	100%	80%	N/A	N/A
AVERAGE	95%	85%	97%	88%

It is important to note that in some cases children may be removed from the home upon recommendation of the Family Options program. While this does not meet the objective of preventing out-of-home placement, it meets the priority goal of family preservation which is child safety.

FY 2007

- This objective will be continued and the same indicators listed above will continue to be tracked as they are necessary to measure progress toward this objective.

FY 2008

- This objective will be continued and the same indicators listed above will continue to be tracked as they are necessary to measure progress toward this objective.

FY 2009

- This objective will be continued and the same indicators listed above will continue to be tracked as they are necessary to measure progress toward this objective.

It will be evident that this objective has been achieved if these indicators maintain the above listed percentages on the Statewide quarterly and monthly reports.

2. PERMANENCY LONG RANGE GOALS FY 2005-2009

Permanency for Alabama's children is a priority for our agency. Better outcomes for children will be accomplished in a streamlined manner through sustaining the improvements achieved through the implementation of the R.C. Consent Decree, the Federal Child and Family Service Review process, the APSR planning process, and ongoing state- and local-level Quality Assurance in counties.

These and other specific tasks have been and will be fundamental to achievement of permanency for more children. One very specific part of our plan involves a renewed commitment to onsite county consultation. This consultant model was formally implemented in May 2004. These consultants continue to focus on permanency by strengthening practice.

Intake, ongoing services, entries into care, reunification, or TPR as needed must be stressed as a continuum of practice. The consultants' primary role continues to be to assist the county in recognizing the interrelated nature of each of these components of practice with

families. The recent policies, procedures, and tools for assistance to the counties as identified above will be essential to improved outcomes, and counties need time for instruction and feedback around many of these newly developed pieces.

A significant amount of work has occurred over the last 48 months toward addressing the issues identified in our own review process, the CFSR Review, and assessment of ongoing data. It is crucial that one understands the context of this work, as it directly impacts and guides the planning for permanency in the years to come. Further, most of this work will be the foundation for ongoing assessment, measurement of outcomes, and resources for teaching and coaching county staff.

(a) FOSTER CARE

The State of Alabama Department of Human Resources is responsible for the Statewide foster care population. There are currently 5,785 children in out-of-home care. There are 4,300 in temporary custody, 1,149 in permanent custody of the state, 67 in care on an Agreement for Foster Care signed by their parent or custodian, 110 on a summary removal, and 157 children in the custody of another agency who are reflected in these numbers. Of the children in out-of-home care, 2,908 are male and 2,877 are female. The vast majority of children in care enter care due to neglect, with abuse being the second most frequent reason for entry into care. The most common permanency goal is return to parent and FSD knows that most children in care do return to their families. In FY 2005, 1,878 children were discharged from care to their parent, 431 were discharged to relatives, 390 were discharged to adoption, 246 were discharged with a permanency goal of Another Planned Permanent Living Arrangement (APPLA), and 14 were discharged to adult custodial care. DHR is striving to help children achieve permanency within the guidelines of ASFA and consistent with our Program Improvement Plan.

	<u>March 2002</u>	<u>March 2003</u>	<u>March 2004</u>	<u>March 2005</u>	<u>March 2006</u>
Total Children in Out-of-home Care	5,044	5,312	5,560	5,571	5,785
African American	2,642	2,736	2,860	2,881	2,837
Caucasian	2,350	2,510	2,597	2,805	2,877
Am. Indian	12	10	15	13	11
Hispanic	59	70	106	98	103
Asian	8	11	12	7	6
Unknown	10	15	24	12	15

1. GOAL

Children will have permanency and stability in their living situations.

1. OBJECTIVE

Reduce the length of time a child remains in out-of-home care.

Alabama has seen a slow but steady decrease in the length of time a child remains in out-of-home care over the last several years. This may be attributed in part to implementation of ASFA and emphasis on achieving positive outcomes for children in care.

One tool that has been requested by the counties is a revised foster care chapter. This is a recognized need and the Office of Foster Care and the Office of Child Welfare Policy will work cooperatively to complete this. The first draft was completed June 1, 2005.

FSD will also continue to support permanency through our Child Welfare Consultant model and with targeted consultation from the Office of Foster Care Consultants.

The Office of Foster Care is completing Quarterly Permanency Profiles to share with County Director's, local Quality Assurance Coordinators, Juvenile Court Judges and others concerning their county's performance in achieving permanency in a timely manner. Thresholds have been established of acceptable timeframes based on ASFA guidelines. Any county exceeding the accepted threshold will receive an alert at the end of the quarter. They will be expected to provide an explanation or a corrective action plan to address the specific threshold.

Targeted consultation is provided by the Office of Foster Care to those counties exceeding thresholds for children in care in excess of 15 of the last 22 months. Information from state and local QA reviews will also target consultation on permanency goals.

Consultation will also target those children under age four who have been in care over 12 months during their lifetime. Consultation will continue to be provided to address barriers to reunification or other permanency goals.

Based on cohort data the median length of time a child has spent in foster care over the last five years is listed below. This includes children who exit care to all permanency goals.

YEAR	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
MEDIAN # OF DAYS	365	387	366	349	282	154

Based on data reflective of the entire foster care population, the average length of stay in foster care for the last complete (FY 2005) is 30.84 months. This figure is obtained from ACWIS report PSCWB186A. FSD will track this number over time looking for a downward trend.

FY 2006	33.44 months (1 st 2 quarters of year)
FY 2005	30.84 months
FY 2004	32.29 months
FY 2005	31.75 months
FY 2006	31.25 months
FY 2007	30.75 months
FY 2008	30.25 months

The number of children who re-enter the foster care system has been declining since 1995. The cohort data provided below illustrates that this continues to be the case:

RE-ADMISSIONS INTO FOSTER CARE

	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2006</u>
Two Admissions	11.2%	10%	7.1%	4.8%	5.3%	2.7%
Three Admissions	1.5%	0.7%	.3%	.3%	.1%	0.2%
Four or more	2%	1%	0%	0%	0%	0.1%

2. OBJECTIVE

Reduce the number of moves children experience while in care.

The ACWIS data for March 2006 reflects an average of 3.13 foster care placements per child based on their most recent entry into care. This compares with an average of 3.12 for March 2005. With an expanded continuum of care, and with adequate resources in each category, children should experience fewer moves. FSD has revised our Minimum Standards for Foster Family Homes to include 15 hours of annual training to maintain approved status. FSD hopes to see more stability in foster home placements with improved training of our foster parents. FSD is exploring the possibility of a special training curriculum to be available to new and experienced foster parents to prepare them to parent teens. This may have the added benefit of increasing the number of foster homes willing to accept teens into their homes.

Our goal is to do an early assessment of need and secure a placement with appropriate support services to eliminate the need for additional moves and/or disruptions.

It should be noted that Alabama's entry into care level is 5.3% per 1,000 population compared to the national average of more than 8% per 1,000 (source Dr. Ivor Groves, Alabama Court Monitor, R.C. Consent Decree). Recognition is given to the fact that if children come into care in Alabama, it is likely that they and their families have greater needs, and they are likely to be

more difficult to serve. Permanency will be more difficult to achieve in a timely manner when the population in care requires such challenging interventions.

3. OBJECTIVE

Reduce the length of time to achieve reunification with parents or placement with relatives.

Of those children achieving permanency through reunification with parents the Statewide average for the 2nd Quarter 2006 was 1 year, 1 month and 4 days. This compares with 10 months and 20 days for the 2nd Quarter of 2005. The Statewide average for placement with relatives during this same timeframe was 1 year 4 months and 18 days. This compares with 1 year 4 months and 12 days for the same time frame last year. The Office of Foster Care will continue to consult with counties on their progress in this area. FSD will track this data by county on a quarterly basis and then the cumulative total for the fiscal year.

4. OBJECTIVE

Make Permanency Hearings more productive and outcome focused.

Work will continue with the ASFA Task Force and the Court Improvement Program to develop strategies to improve outcomes in this area. The information FSD has received from our stakeholder meetings and consultation with counties is that a better understanding is needed

by workers, attorneys, and judges that these hearings must evaluate progress toward the permanency goals. Parties must be accountable to demonstrate efforts to achieve goals and clearly identified timelines must be stated. Consultants are providing information concerning specific jurisdictions where permanency hearings are not held in a timely manner or where petitions to terminate parental rights are not scheduled or heard in a timely manner. The use of Permanency Profiles has helped increase outcome focused work. The ASFA Task Force will continue work to assure consistent implementation of the ASFA timelines. A series of meetings have been held with Judges, Attorneys, and County DHR Staff to improve the quality of permanency hearings. Much of this work has been coordinated with AOC.

Other recommendations from our stakeholder meetings include a strategy to advocate for Court Liaisons to be identified in each county to improve working relationships between the Department and the Juvenile Court. Additionally, consideration will be given to conducting a special study of court systems that are working well to see how they are achieving desired results.

5. OBJECTIVE

Require Guardians ad litem to be trained in ASFA timelines and agency policies on permanency.

Stakeholders suggested that the Department and Court Improvement Program work with Juvenile

Court Judges to obtain their support in requiring training for any GAL they appoint to represent children in care. The judges should hold GALs accountable to know and adequately represent children in care. In coordination with AOC, statewide training has been provided to Attorneys, Judges, and DHR Staff.

6. OBJECTIVE

Establish appropriate permanency goals and reduce the use of Another Planned Permanent Living Arrangement (APPLA) as a permanency goal.

The Office of Foster Care is tracking the use of APPLA as a permanency goal. FSD recognizes that this goal has been over-used in the past. At our CFSR, Alabama was found to have 62.5% of the cases reviewed where other more desirable permanency goals had been explored prior to establishing long term foster care (now re-named and re-defined as APPLA) as a goal.

2. GOAL

The continuity of family relationships and connections will be preserved for children in care.

1. OBJECTIVE

Increase visitation between children in care and family members toward achieving the identified permanency goal.

FSD knows that visitation is critical to supporting connections, but visitation is also a valuable tool to increase the likelihood of reunification with

parents or placement with relatives. Policy has been released to include visitation plans in the Individualized Service Plan when working toward a goal of reunification or relative placement. A system is in place to track contacts between children and parents/relatives. A monthly report via the Electronic Report Distribution (ERD) is available for state and county staff to track and monitor compliance with the visitation policy. These reports are available for supervisors to review with staff to ensure that visits are occurring consistent with the permanency goal.

2. OBJECTIVE

Place with relatives whenever safely possible to minimize disruptions in children's lives.

Continued emphasis is placed on this critical area, not only to place children with those people with whom they already have connections, but also to prevent entry into foster care. Policies are being expanded to require parents to identify absent parents and all other viable relatives early in the case so that children will not linger and develop attachments with non-relatives, only to face the trauma of separation at a later date. FSD is also working with the Administrative Office of Courts to gain the assistance of the local courts in supporting parents to provide a complete list of relatives, including addresses, at the initial hearing when a child is brought into care.

In January 2006, a request for proposals was issued for the Jefferson County Permanency Pilot

Project. The pilot project is scheduled to begin June 2006. The purpose of the pilot project is to address the permanency needs of 50 children or youth in residential and therapeutic foster care (TFC) placements in Jefferson County. The project is designed for the selected vendor to work closely with the residential or TFC Vendor in coordinating the treatment plans of the family and child(ren)/youth and the Individual Service Planning (ISP) team abreast of progress/barriers to reunification or permanency placement. The children identified for this pilot project have a permanency goal of return home or place with relatives. The goal of the project is to reunification for family.

Work is continuing on engaging relatives. Tools are being included in out-of-home policy to help with this effort. An additional support in this area is the interest of judges (through the State QA Committee, Policy Sub-Committee) in Safety Plans and looking at enabling relatives, through transfer of custody, to have legal authority for school, health, etc. related issues.

3. GOAL

Increase the number of approved foster homes by 10% by FY 2008. For FY 04 there were 1,870 approved foster homes. There are currently 1,834 DHR approved foster homes. Our goal is to increase this to 2,103 by FY 2008.

1. OBJECTIVE

Implement the Recruitment/Retention plan above.

There have been modest increases in the total number of approved foster homes.

2. OBJECTIVE

Be prepared to respond to the AdoptUSKids Campaign in a timely manner including arranging training for applicants.

A contract is in place with Children's Aid, and a Recruitment Response Team Leader is located at SDHR.

3. OBJECTIVE

Alabama will have a family-friendly and efficient response system at the state and county levels.

The Recruitment Response Team Leader is available for services and consultation to SDHR and county office staff. County offices display posters and provide brochures with information and contact numbers in addition to conducting local recruitment activities. They also sponsor special functions to show support and appreciation for foster and adoptive parents/families

4. GOAL

Increase the number of approved Hispanic foster homes from less than 1% of our approved homes to 5% of approved traditional foster homes by FY 2008.

1. OBJECTIVE

Targeted recruitment of Hispanic homes utilizing resources developed by AdoptUSKids "Answering the Call Campaign."

- A Needs Assessment Workgroup met last year in FY 2004 to study how counties can meet the needs of the immigrant population.
- For the 2005-2006 reporting period The number of Hispanic or Spanish-speaking families approved to foster continues to be less than 1% (.37%) of the total population of approved foster families. However, though the AdoptUSKids Recruitment Response Team, we have been able to engage with some Hispanic Families. Since September 7, 2005, we have had 16 Hispanic Families inquire through the RRT. Of these:
 - 4 are currently open with the RRT and are pursuing preparation and assessment by the County Department in their area.
 - 4 are closed because of citizenship-related issues.
 - 5 have closed their inquiries as they are interested in adopting children younger than what our agency typically has available; they have not stated an interest in being foster care providers.
 - 3 have closed their inquiries for other reasons (changed their mind, we had no way to contact them for follow-up).
- Jefferson Co., Alabama's largest county, conducted a preparation training class (GPS) with the assistance of an interpreter for a Hispanic family.

- There are plans to recruit a person from either Alabama Latin American Association or the Hispanic Interest Coalition of Alabama to join our Recruitment/Retention Task Force. Bilingual personnel on staff can provide assistance in the interim.
- We are in the early stages of reviewing strategies to address the Hispanic market for our website and hotline.
- We are identifying resources for assistance in translating various recruitment documents. We have identified a Spanish radio station in the Birmingham area that may support our efforts.
- We are researching faith and community-based organizations that may be of assistance in reaching out as well as responding to members of the Hispanic Community who may be interested in fostering/adopting in Alabama.
- We have a supply of the Spanish-translated publication, "Family Pocket Guide," that is distributed to Spanish-speaking families that inquire about possibly foster and/or adopting through our agency.
- AdoptUSKids has a Spanish website and a Spanish toll free number.
- The Ad Council has had a nationwide intensive media campaign with a public service announcement targeting need for Hispanic foster and adoptive families. All state and county DHR staff have been made aware of this need and know how to respond to inquiries.

- The Recruitment and Retention Task Force, composed of staff from SDHR, AdoptUSKids, and various counties, have established Hispanic family recruitment as a priority.
- DHR has a contract for translation services for use whenever the need arises.

5. GOAL

Increase the number of approved foster homes willing to accept teenagers.

1. OBJECTIVE

DHR currently does not have a report indicating the number of foster homes willing to accept teens. A programming request will be required to get baseline data. As of September 30, 2005, FSD knows that 53% of children over the age of 14 are living in family settings including therapeutic foster care and 27.3% are living in related homes and traditional foster family homes. FSD would like to increase the number of teens living in family settings by 5% by FY 2008.

Office of Foster Care staff are currently in the process of working with Office of Data Management staff to develop a programming request to identify the most appropriate method to determine the measurements and to obtain baseline data. A report will be generated from information gained from this request.

2. OBJECTIVE

Expand the use of the Positive Youth Development curriculum and make this training available to all foster parents caring for or

considering parenting teens. Make this curriculum available for currently approved foster families and those just completing GPS. This will help those experienced homes feel more confident and willing to try to parent teens. It may also encourage new foster parents to consider teens. This is a targeted recruitment approach utilizing an existing pool of resources.

The Positive Youth Development curriculum has been incorporated into the "Interdependent Living " curriculum, and is an ongoing training resource. All appropriate county staff were trained as of April 2004. Independent Living Program Consultants provide training for foster parents at their conferences or association meetings. This consists of condensed or excerpted training sessions from the full curriculum.

6. GOAL

Increase the number of approved foster homes willing to care for medically fragile foster children.

FSD currently does not have a data base of approved, medically fragile homes, so it is not possible to immediately measure an increase in this number. FSD does know that there is a growing need for such homes, and our goal is to develop a means to identify these homes in order to better support counties when they have a need for a particular type of home.

The Office of Foster Care is currently participating with Alabama's 2010 Action Plan for Children and Youth with Special Health Care Needs (CYSHCN) and their families.

The goal for Alabama's 2010 plan is to create community-based services systems for children and youth with special health care needs and to ensure family-centered care for all children in Alabama. The Office of Foster Care is currently participating in the Medical Home Workgroup with the goal of ensuring that all children and youth with special needs will receive coordinated, ongoing comprehensive care within their home.

1. OBJECTIVE

Modify the ACWIS system to include a category of Medically Fragile foster home.

See Goal 5, Objective 1. This category will be included in the programming request.

2. OBJECTIVE

Complete a programming request to obtain a quarterly report of Medically Fragile homes by county.

See Goal 5, Objective 1. This category will be included in the programming request.

A survey of County Departments was conducted in January 2006, that indicated at least 27 foster families around the state, have indicated they are willing to accept (and have been approved to foster) children with medically fragile needs.

3. OBJECTIVE

Work with county offices and medical communities, i.e. hospitals, universities, etc. to recruit Medically Fragile Foster Homes.

7. GOAL

To decrease the number of foster family homes that close by 5% from 2004 to 2008.

1. OBJECTIVE

Programming Request completed to accurately report homes that close and the reasons they close.

Although a tracking system was set up to capture information on closure of foster homes, there are problems with the resulting data. The Office of Foster Care is working with systems staff to correct these problems so that reliable data is available for program planning purposes.

2. OBJECTIVE

Continue to survey foster parents who exit to assess why they leave the program.

Surveys of families who exit the system have not been done by the FSD State office because continued problems with the ACWIS Report of "Reasons Foster Family Homes Close" have made it impossible to know who the families are that exited.

3. OBJECTIVE

Develop retention strategies based on exit surveys and other identified issues in conjunction with county directors & staff as well as foster parent stakeholders.

4. OBJECTIVE

Develop a plan for all foster care workers to attend GPS in order for them to hear the same message that foster parents are hearing concerning partnerships, roles, etc. Foster parents and stakeholders have expressed that one source of conflict between foster parents and staff is the difference in expectations.

Quarterly training is occurring between foster parent regional reps, county AFAPA presidents, county directors, county resource workers, foster parent liaisons, foster care staff liaisons, and state representation. This training is focused on sharing policy, and expectations from all areas involved in ensuring the children's needs are being met. This training is designed to make sure that foster parents and staff hear the same information.

Other Foster Care Program Initiatives

- **Kinship Care**

Family Services in collaboration with Family Assistance developed Kinshare, a kinship care program that provides services and benefits to certain relative caregivers and the children in their care. Kinshare was implemented in Mobile County in October 2000, and preliminary results indicated significant cost savings by preventing foster placements. Funding is provided through Welfare Reform Initiatives/TANF. Kinship Care services have been available in all 67 counties since July 2003. As of March 30, 2006, there were 549 cases serving 741 children. Negotiations are underway between Family Services and Family Assistance to streamline the program to more effectively

meet the needs of families and relatives on a broader base through the intake process.

Kinshare provides services and benefits for those vulnerable families who are caring for a related child or children other than their own in order to facilitate, maintain and/or stabilize the child's placement. The program provides support to grandparents and other relatives who come forward when a child's parents are unwilling or unable to provide the child's physical or emotional needs. Services are specific and short-term and are not designed to provide long-term, routine assistance. Kinshare provides these relatives assistance for needs, which result from taking additional children into their homes.

The designated Kinshare worker is responsible for providing case management for the family. In addition, support services are available through Kinshare, including child care, respite care, special needs payments of up to \$500 per twelve-month period, and emergency intervention expenses including counseling, assistance with utilities, car repairs, transportation and JOBS Support Services. During fiscal year 2002, assistance with court costs in obtaining custody were also provided through the program. One of the most utilized services (childcare) was dropped from the program during fiscal year 2003. A service, which was added to help relatives with guardianship or custody, was the assistance with legal fees.

- **Foster Family Homes**

The Recruitment/Retention Specialist housed in the Office of Adoption serves a dual role as coordinator for the State's Recruitment effort related to Foster Family Homes. Each of the 67 County Departments have identified at least one staff person to be the primary contact for receiving referrals of families in their county who are interested in becoming

foster parents. After initial response and orientation packets are provided to the interested families, the family's information is provided to the county Department for follow-up. Follow-up includes inviting the family to an orientation for GPS and then an invitation to participate in GPS. The SDHR Recruitment/Retention Specialist is a trained GPS co-leader and Deciding Together facilitator and is available as a source of information and technical assistance to the county resource staff who have this responsibility.

Information about how to become a foster family appears on the agency's website. An orientation packet was also developed this year. The packet is dual-purpose (foster care and adoption) and is provided to every family who makes an inquiry to the SDHR about becoming a foster family.

Information about becoming a foster parent is also included in the State's Foster/Adoptive Parent Association's quarterly publication, "*Connections*."

The number of approved traditional foster homes has generally showed a steady increase each year. From 1999, the numbers increased from 1,747 approved homes to 1,965 with an additional 218 provisionally approved homes in 2003. As of March 2004, there has been a decrease of 95 homes with the total number of approved traditional foster homes being 1,870 with 124 provisional homes. As of March 31, 2005, there were 1,895 approved foster homes. It is hoped that as the state's recruitment and training capacities are built back up, this number will increase. As of March 31, 2006, there are 1,895 approved foster family homes. Additionally, there are 113 foster family homes provisionally approved. Once provisionally approved, they have six months to complete the

requirements for final foster family home approval. The number of therapeutic homes have increased slightly.

The chart below reflects the changes in the number of foster homes and the racial makeup of these homes over the last five years.

	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
Total Approved Foster Family Homes	1,916	1,965	1,870	1,927	1,895
African American	942	988	946	913	889
Caucasian	948	991	934	985	1,081
American Indian			2	2	2
Hispanic			1	0	7
Unknown			1	4	3
Asian					1

The vast majority of our therapeutic homes are approved by child placing agencies and are not included in this summary.

As of March 31, 2006, there were 5,785 children in out-of-home (foster) care in Alabama. The chart below shows a demographic breakout of the children in care:

Children in Out-of-home Care

African American	2,837
Caucasian	2,877
American Indian	11
Asian	6
Pacific Islander	5
Hispanic	103
Unknown	13

The number of Latino children entering care leveled off in 2005. This number decreased slightly as of March 2006 to 1.78%. While 1.78% of the foster children are Hispanic, less than 1% of our foster parents are identified as Hispanic. This is an area for targeted recruitment. A Latino Study completed for all areas of the Department as it is known that this population is growing in our overall state census. DHR wants to be aware and respond to needs in this community.

The number of children in out-of-home placement over age 14 is also increasing. As of April 30, 2005, there were 2,412 children in care over age 14. Placement of teens in lesser restrictive placements continues to be difficult, and a higher proportion of them are currently in more restrictive settings such as group homes and institutions. Recruitment for foster and adoptive homes for teens has been identified as another need.

Over the past several years, Alabama has been concerned about the number of homes that are opting out of the program. As we have become more adept at tracking and interpreting data, we have learned that our data management system was capturing all homes that had been closed, regardless of their approval status. We learned that if a home was registered on the ACWIS system as an "inquiry" or an "applicant" and the home was later closed without having ever been approved, that home would show up as a closed foster home. We have requested a programming change in order to get a more accurate count of the true number of homes that have been approved and kept children and reasons these homes have closed. We believe that this will provide much better information on how we are doing with our retention efforts. The revision of the ACWIS report of homes closed and reasons for closure

(PSCWb275A) was completed April 2005. The report will run monthly. At the time the program request was completed, the reports for monthly period dating back to October 2004, were run. According to these reports, from October 1, 2004 through April 30, 2005, four foster family homes closed. All were closed at the request of the providers. This same report has been reviewed each month since it began being re-printed as has the report of all provider types by county. The increase (or loss) of homes overall for the state from month to month on the provider type report indicates to us that the "Reason Home Closed" report is still not accurately depicting the total number of homes being closed. Therefore, a second programming request is under development to address our concerns with the accuracy of this report. A review of the reports run for each of the months FY06 and the low number of reported closed homes raises questions as to the accuracy of the report. A meeting between the Office of Foster Care Manager, Resource Specialist and the Office of Data Management staff indicated another review and possible rewrite of this report is needed. There is currently no statewide survey being done of the providers of these homes to glean any additional detail about a more detailed reason for requesting their home be closed.

Recruitment initiatives and methods

DHR has sole responsibility for recruitment and training of foster/adoptive homes. Without a fully developed media strategy, there currently is an average of 174 inquiries per month for foster and adoptive resources as well as inquiries for adult foster care. Except for Adult Foster Care all inquiries are to be followed by the Recruitment/Retention Specialist housed in the Office of Adoption. Adult foster home inquiries are forwarded to the Adult Protective

Services consultant. For FY 2005 there has been no full-developed media/marketing strategy. As stated previously, information provided through the DHR website and State/County offices conduct a variety of foster care awareness activities, particularly in May, but all year long.

Families who are interested in learning more about becoming a foster and/or adoptive family make inquiries through calling a toll-free hotline or submitting an inquiry form through the DHR website. For FY 2005 an average of 162 families were responded to each month by either the Recruitment/Retention Specialist or the Recruitment/Response Team (RRT) Leader. The RRT leader is housed at SDHR. She is a foster/adoptive parent and is currently employed with Children's Aid Society, funded through the "Answering the Call" campaign of AdoptUSKids.

A dual-purpose recruitment orientation packet was developed and has been revised over the past year. When families make an inquiry, the packet is provided to them along with county-specific contact information. The families name and contact information also provided to the designated resource staff person or supervisor in the family's county of residence.

General Recruitment Methods:

- Via website, with online inquiries available for both potential foster and adoptive parents.
- Via toll-free recruitment hotline, answered by Recruitment & Retention specialist. Available for both foster and adoptive parents. All inquiries except Adult Foster Care are responded to by Office of Adoption Recruitment/Retention Specialist
- 67 County DHR offices have at least one designated staff person in Child Welfare to be a contact for SDHR to

make referrals for potential foster and adoptive parents and to conduct local recruitment efforts. DHR is participating in the AdoptUSKids "Answering the Call" initiative. Children's Aid Society in Birmingham has signed a contract with AdoptUSKids to operate the Recruitment Response Team for the project. DHR is providing office space along with computer, phone and supply support to the RRT Leader, who is a foster/adoptive parent and a former foster child. The recruitment designees in the 67 county offices will also be a part of the RRT.

Response plan for inquiries including:

Telephone response system

The toll-free number is 1-866-4-Al-Kids. Calls are answered initially by voice mail. Messages are retrieved and routed to Recruitment/Retention Specialist.

Orientation Plan, including materials given to parents

Both the Offices of Foster Care and Adoption participated in development of an orientation packet. There is a dual-purpose printed orientation packet. Basic information is also available on SDHR website: www.dhr.state.ala.us. As a part of the RRT for "Answering the Call" the orientation packet will be revised. Additional handouts that contain information about "other ways to help" will also be a part of the packet. A Frequently Asked Questions (FAQ) document about the requirements for approval as a foster parent, adoptive parent, or both has been developed and will be implemented FY 06.

Pre-Service Training program

Group Preparation and Selection (GPS) is required of all foster and adoptive parents in Alabama. This is a ten week,

30 hour pre-service process that familiarizes interested foster or adoptive parents with the agency, the types of children needing homes, and allows the applicant to make an informed decision of their capacity to care for this population. Most of the 67 County offices currently have the capacity (have both a staff and foster/adoptive parent co-leader) to conduct pre-service training themselves. Other counties are in the process of getting staff and foster/adoptive parents trained as co-leaders). A survey has been completed that assessed counties' capacity to provide pre-service training and approval. Small rural neighboring counties are partnering to do joint pre-service training. In the past the Recruitment Specialist has helped in coordinating these efforts.

Home Study/Assessment Process

Home Studies and Assessment will be done utilizing the Family Consultation portion of the GPS process.

Foster and/or adoption approval requirements and process

The Minimum Standards for Foster Family Homes and the "Application and Home Study Section" of the Adoption Policy Manual are in place for use by county staff and child placing agencies. A large number of our foster family homes are dually approved as adoptive resources. In an effort to reduce duplication, the Medical and Financial form for both the Foster and Adoptive Applicants has been combined. Currently foster homes and adoptive homes are approved; however, consideration is being given to how the home studies might be similar and duplication be eliminated.

Involvement of community in recruitment

The State of Alabama Department of Human Resources has 67 county offices in addition to a State Office in

Montgomery. The county offices organize and implement recruitment activities in their local communities through churches, service/civic organizations and public festivals (i.e., arts and craft shows, county/regional fairs, etc.). Counties utilize printed material from a foster care and/or adoption orientation packet as handouts during these presentations. Other marketing and print materials are currently under development.

Involvement of resource parents in recruitment

The overall recruitment/retention plan for foster/adoptive parents in Alabama was developed with the assistance of the Recruitment and Retention Task Force. Those who are being asked to be a part of the response team for the *Answering the Call* campaign will be a part of the development and implementation of this plan. Stakeholders being invited to participate include the Alabama Foster/Adoptive Parent Association as well as representatives from several private child-placing agencies who recruit adoptive resources for foster children/youth being served by their agencies. The Leader of Alabama's Recruitment Response Team is a foster/adoptive parent and former foster youth. Of course, Group Preparation and Selection requires that a social worker/foster-adoptive parent co-leader model be used for the classroom instruction portion.

Alabama's Foster/Adoptive Parent Association was the recipient of the FY 2005 Parent Support Group Mini-Grant from AdoptUSKids. The proceeds from the grant were being used to fund development of a recruitment presentation (on Power Point) and then expense for training of a speaker's bureau, which is made up of foster/adoptive families. The members of the speaker's bureau will partner with county staff in making presentations to community and faith-based

organizations about the need for more foster and adoptive families.

Public relations and media relations strategies

Planned Activities Include:

- PSAs and print materials are being developed, updated, and included in the Child Welfare Strategic Plan as completed.
- Plans are to develop a link to the Heart Gallery of Alabama Website which features professional photos of waiting children.
- DHR website features information about how to become a foster/adoptive family. The site has included information from time-to-time specific to foster care (during May) and adoption (during November). There are plans to feature positive, heart-warming stories from both foster and adoptive families about their experience parenting our children. The plans are to feature a different story each month on the site.
- The Recruitment/Retention Task Force is looking at additional ways to utilize the website and newspapers around the state in both general awareness and recruitment activities.
- We will ask the 67 county offices (particularly those in television and metro newspaper areas) to identify public interest stories that can be aired in Alabama's media outlets simultaneously with the National spots. County and State office staff will conduct follow-up with local and regional media outlets related to the "Answering the Call" campaign that was released in June 2004. The campaign is an on-going project of the Ad Council and AdoptUSKids. A Spanish-speaking component was released in September 2005. In the Summer of 2006 a phase of the campaign will be released that focuses on

recruitment of Foster and Adoptive homes for teens in foster care.

Specific Activities for Statewide Recruitment During May as National Foster Care Month:

SDHR coordinates with the Governor's Office in planning events to recognize May as Foster Care Month through hosting a press event at the State Capitol. County DHR offices also held Blue Ribbon rallies in their local cities and towns. Annually, the Governor issues a foster care month proclamation. The photo is placed on both the Governor's office and SDHR websites. Counties throughout the state also conduct a variety of appreciation events for their foster parents and obtain local media coverage of the events. A number of counties also have local interest stories about foster parenting in their local and regional newspapers. The Department's Commissioner appeared on local morning television shows to broaden the public's awareness about foster care during Foster Care Month.

Staff allocation and job specifications for recruitment, licensing and parent training functions

The Office of Adoption will continue with a full-time staff person designated to recruitment and retention efforts. The Recruitment/Retention Specialist previously housed in the Office of Foster Care was transferred to the Office of Adoption in September 2004. This change was done to facilitate more child-specific adoption recruitment activities. However, this staff person continues to conduct/coordinate activities related to general foster care awareness and foster home recruitment. This is done through front-line initial contact and then refer potential parents/resources to the appropriate staff person in the County office serving their geographic area.

As has been mentioned earlier DHR is providing office, computer and phone support to the Recruitment Response Team leader who has been hired through a contract between Children's Aid Society and AdoptUSKids.

The Office of Child Welfare Training has training staff who conduct leader training for Group Preparation and Selection. Staff from Office of Foster Care are also becoming "trainer certified" in order to assist in the preparation of pre-service co-leaders in the counties. The county offices have designated staff that performs various functions in recruitment, licensing and parent training. SDHR will continue to assess county capacity in this area.

Beyond the Department of Human Resources there are numerous child placing agencies in Alabama who recruit and train families for traditional and therapeutic foster care as well as adoption.

Staff training plan

A Recruitment/Retention task force has been developed and includes a representative from each of the nine Family Services Regions. These staff will be trained in the use of the campaign materials (Answering the Call, Blue Ribbon Campaign, and other recruitment materials). They will be asked to go back to their regions and train their colleagues in surrounding counties.

Recruitment budget and special contracts

The Office of Adoption is utilizing some Adoption Incentive Funds to purchase recruitment items to be used in recruitment of both foster and adoptive resources. IV-E funds are used for training and placement activities.

Recruitment evaluation process and reports

Counties and child placing agencies register new resources in Alabama's Child Welfare Information System. Inquiries, responses and referrals to/through the SDHR Recruitment/Retention Specialist are also tracked. The DHR Center for Information Services office will be consulted to help design a database that will help us more easily track incoming calls that are generated by *Answering the Call*, the *Blue Ribbon Campaign* and the *Families 4-Alabama Kids* hotline and website that are already in place in Alabama.

A Recruitment and Retention Task Force has been formed.

Since 2001 we have worked with a group of foster parents who form the State Foster Care Advisory Committee. This committee looks at issues that impact retention of families and provides input to the Family Services Division.

April 20, 2004 Governor Riley signed into law the Foster Parent Bill of Rights. The Act went into effect July 1, 2004. Currently policies have been revised to incorporate the provisions of the Act as appropriate. One of the policies that has been developed is the State-level Grievance Committee. Foster Parents may elevate unresolved issues from the county level to the State for mediation. Another policy is the Respite Care policy. This policy allows foster parents to receive up to seven paid days per year. Respite is viewed as a valuable service to provide temporary relief to foster parents and related caregivers with the benefit of improving satisfaction and retention of approved foster homes. Also, these policies were generated to further our progress in adhering to the provisions of the Foster Parent Bill of Rights. Input on the development of these new policies was received from foster parents, the Alabama

Foster and Adoptive Parent Association and County Directors.

The Office of Foster Care and Office of Adoption are currently conducting quarterly meetings with the Alabama Foster and Adoptive Parent Associations Regional Reps. Meetings are centered on providing Regional Reps training to assist adoptive and foster parents in retention and recruitment.

- **Therapeutic Foster Care**

Therapeutic Foster Care has continued to grow during the past several years. All 67 counties have access to a variety of providers and are able to match children to TFC families according to the needs of the child. Each county in the state now has at least one therapeutic foster home within its borders. There are currently 18 Licensed Child Placing Agencies and 2 county DHR departments in Alabama operating 49 therapeutic foster care programs. These programs have approximately 1,400 foster homes, which are able to provide a therapeutic setting for children requiring a more structured environment than traditional foster care. The department, along with the therapeutic providers, has identified within the contractual agreement the core services that are to be provided on an individual need basis. As of fiscal year 2006, numbers of slots were awarded to programs regionally based upon the needs identified in each region following the Request for Proposals (RFP) process identified in the Alabama Bid Law. Children are not denied services, if needed, whether a slot is available or not. Counties with the approval of their Office of Child Welfare Consultant can reimburse providers who do not have the availability of a contract slot through the use of local county flexible funds. Beginning this contract period, all children must have a behavioral assessment by the use

of the Multi-dimensional Assessment Tool (MAT) before they can enter a TFC placement. All children in TFC placements will be evaluated every six months to determine if step-down to a lower level of care is appropriate.

The Office of Resource Management maintains the oversight of the Therapeutic Foster Care programs by making annual site visits at each program location throughout the State. If programs are not meeting the requirements established by the Department, corrective action plans must be developed. The *Therapeutic Foster Care Manual*, was updated in October 2005. All TFC programs must provide in-home work with biological family to encourage quicker step-down and/or return to family as a part of the core services in their FY 2006 contract.

A step-down protocol was implemented Statewide in December 2004. The protocol allows for a child to step-down within a TFC program with reduced services and rates. The protocol was available for all TFC agencies in the first quarter FY 05. A tool to evaluate for step-down (the Multi-dimensional Assessment Tool based on the Child Assessment for Needs and Strengths) is being used Statewide. The MAT will be used in the future for some residential placements, as well.

A Resource Directory has been created and sent to counties for all out-of-home care for children and youth. The Office of Resource Management will maintain the directory, which includes TFC and Assessment Foster Home resources. The Online Residential Resource Directory will also be maintained by that office. The On-line Resource Directory provides information about the types of placement services offered at each facility. The types of residential placement services offered by residential providers currently include

Basic Residential Care, Moderate Residential Care, Intensive Residential Care, Mothers and Infants Programs, Outdoor Therapeutic Programs, Transitional and Independent Living Programs, Assessment Programs and a few short-term facilities. A specialized service for males who are sexual predators or who are sexually reactive was developed during the past year. The program offers the same treatment and education for both groups. The sexual predator group lives on campus in single occupancy rooms, while the children with sexually reactive behaviors live in specialized treatment foster homes. Plans for the development of continuum providers and a program for females with self-injurious behaviors are being made for later FY '06.

- **Residential Licensing**

The licensing of child care facilities, including child-placing agencies, shelters, group homes and child care institutions is managed by the Residential Licensing Unit within the Office of Resource Management. The Office of Resource Management works jointly with Family Services in identifying needed resources, approving program narratives for licensing and approving the program narratives for contractual agreements. Resource Management will also serve as the programmatic arm for issuing Requests for Proposals for a variety of child welfare and family services, including offering technical support to county staff in developing contracts for specific county needs. Resource Management will also assist in maintaining connections with the Alabama Association of Child Care Agencies (AACCA) by attending meetings.

- **Seriously Emotionally and/or Behaviorally (SEBD) Children**

One staff person is assigned to consultation for this population. An Advisory Committee was formed in January

2003 to assist in planning, training, and developing practice guidelines and working on the definition for the tracking system. The Committee revised the definition for this population and changed the name to add "Behaviorally" to the title. Practice guidelines were developed in October 2003. The guidelines are currently being used by counties to assist in identifying and addressing mental health needs of children from the point of entry into the system. The focus of the tracking system has changed from the restrictive placement to the severity of the functioning of the child due to emotional or behavioral disorders. The Office of Utilization Review is maintaining the data base. It is used to identify trends and needs in service for this population. Many children with severe impairment in functioning are being maintained in the community with extensive services. Currently there are about 150 children who are being tracked who are in a home setting. Approximately 600 children are being served in the restrictive residential settings.

- **Multi-Needs Children**

The department continues to participate in serving Multiple Needs Children. This category of child was defined legislatively by 12-15-1(19) and 12-15-71(h), Alabama Code 1975. The legislation provides a system for planning for children who may require the services of two or more agencies in order to better coordinate services. The Department of Youth Services, the Department of Education, the Department of Mental Health/Mental Retardation and the Department of Human Resources share in funding for these children. Additionally, money is received from the Tobacco Settlement, which is split between the state and county multiple needs teams. Local teams have very limited funding but may pay for in-home services or short term treatment. Usually requests for more

extensive treatment or placements have been sent to the state team. With additional staffing capacity in the Multiple Needs Child Office, there is a greater level of oversight and monitoring for children's length of stay and closer review of the attainment of progress. This has enhanced the work that the Department has pursued regarding the assessment of the appropriateness of placement and the stepping down of children into less restrictive settings when indicated.

- **Continuum of Care**

The department's Office of Resource Management with input from county departments continues to assess the need for and coordinate initiatives to expand the continuum in out-of-home care. Guidelines are now available for all sixty-seven counties to implement Enhanced Foster Care (EFC) for Large Sibling Groups, however there has been in the past a lack of clarity in the guidelines, which has impeded the development of this service. Kinshare, in partnership with TANF, is currently underway Statewide. Guidelines have been established for Assessment Foster Homes and Congregate Care, and several programs have initiated assessment programs throughout the State. A Resource directory has been developed for out-of-home placement services. One hard copy was provided to each county, and soft copies are available on the Shared Drive of the State DHR's computer system as well as the department's website. An Online Resource Director for Placement Services has also been located on the Department's website, and it will continue to be updated for the most current information, including the type of the service offered at the residential facility. Resource Management staff will continue to meet quarterly with county Resource Development staff in the nine regions of the State to discuss resource needs and to brainstorm on crafting of services on a county or region basis and will have a more prominent presence in

each county to help develop resources to meet individual county needs. As needs are determined, Resource Management will coordinate with the Office of Child Welfare Consultation on supporting counties meet their individual resource needs. Resource Management will also monitor Quality Assurance reports to identify counties with significant needs in the area of resource development for targeted work. A pilot of continuum of care services to assist in returning children home or moving to other permanent living arrangements has begun with Youth Villages in Etowah, Calhoun, Madison and Morgan counties. Approximately 50% of the children in the pilot have returned home or have been placed with relatives. The continuum of care program was piloted in FY 04 and FY 05 and will possibly be expanded in FY 07.

- **Multi-Systemic Therapy**

The Multi-Systemic Therapy program has been provided in four counties (Madison, Morgan, Etowah and Calhoun) for the past two years. The program has been successful in maintaining children in their own homes by providing intensive therapy to the whole family in the home setting. The current numbers indicate that the family is intact 80% of the time one year post-discharge from the MST program. The service is currently provided in those areas by Youth Villages of Alabama.

- **Enhanced Foster Care**

Enhanced Foster Care for Large Sibling Groups is now available to all 67 counties. This initiative provides for specialized training for foster parents in the parenting of large siblings groups and a difficulty of care payment. CPAs choosing to provide the service are able to do so on a Statewide basis at this time. The service is paid by vendor agreement in the individual counties participating in EFC.

- **Treatment Group Homes**

Three treatment group homes are available for the Jefferson County area. Hillcrest, a residential treatment center, developed a group home for boys and girls to provide a step-down to a more normalized, community based setting for youth transitioning from a very restrictive setting. Hillcrest is developing a Transitional Living Program for ILP teens. This will further enhance the likelihood of a successful transition from a treatment setting to a more normalized living situation.

There is continued discussion with the Department of Mental Health in planning for those children with an IQ of 50-70 in substitute care.

- **Assessment Foster Homes**

Guidelines for Assessment Foster Homes was the focus of a workgroup composed of state office, county office, and provider staff. The first draft completion date was September 2000. There were several issues within this draft that needed clarification and modification. A workgroup composed of staff from the Office of Licensing and Resource Development and providers developed guidelines for Assessment Homes and Group Homes, which have been implemented for Statewide usage. Beginning in the third quarter of FY 04, the Office of Resource Development and Management began monitoring outcomes in the various assessment programs throughout the State. As of FY '06, all assessment services are being conducted in a congregate setting rather than in individual foster home settings.

Children Exiting Care to Department of Youth Services (DYS)

Family Services has been worked with the Center for Information Services and the ASSIST Project staff to devise an electronic method by which children exiting the DHR system to DYS can be tracked. A new code was implemented November 2005. There has been only one child to exit to DYS since this reporting began.

(b) CHAFEE FOSTER CARE INDEPENDENCE PROGRAM

(See Appendix 9 for information on Chafee Foster Care Independence Program)

(b) ADOPTION

1. Adoption Services

Adoption services are provided by the Department of Human Resources on behalf of children in its permanent custody, who cannot return to their biological family and are in need of a permanent adoptive family. These services include: recruitment and preparation of prospective adoptive families, placement of children, supervision of children in placement and other post-placement services, legal services, administering the state and federal adoption subsidy programs, reporting to the court as mandated by the Adoption Code, providing public information on adoption, administering the Interstate Compact on Adoption and Medical Assistance (ICAMA), and maintaining the Putative Father Registry. The Office of Adoption provides services to adult adoptees requesting background information, searches for biological parents, and reunions with

biological families as well as provides supervision of the post adoption services program.

Adoption services are provided to all children in the permanent custody of DHR with a permanent plan of adoption. County DHRs statewide have responsibility for facilitating the adoptions of children in permanent custody who are to be adopted by their foster parents and the Office of Adoption has the responsibility for monitoring the completion of these adoptions. Placement of children for in non-foster parent adoptions is the responsibility of the Office of Adoption. Most of these children have special needs.

The Office of Adoption also has the responsibility of reviewing and clearing all Non-DHR petitions through the Child Abuse and Neglect system and the Putative Father Registry for acknowledgement to the Probate Courts.

Planning for recruitment activities is an ongoing process. Recruitment give-a-ways with Families 4AL-KIDS logo have been secured and adoption brochures and posters have been revised and reprinted. In addition, Adoption Incentive Funds were utilized to purchase promotional items for statewide distribution. The Department is also working in collaboration with the national AdoptUSKids campaign and holds a contract signed with Children's Aid Society that allows the department to utilize the services of an individual to assist the department in making immediate contacts with potential adoptive parents. This individual is paid by funds from the AdoptUSKids campaign and is housed at the State Office.

A statewide National Adoption Awareness Month rally was held in November of 2005 in coordination with the opening of the Alabama Heart Gallery for Waiting Children. That Heart Gallery of Alabama is a private non-profit organization that works in collaboration with the Department in arranging professional photographs being taken of waiting children across the state. The Heart Gallery is then displayed in various locations throughout the state as a method of recruitment. The Commissioner of Alabama DHR, representatives from the Governor's Office, several adoptive families and the Office of Adoption participated in a gathering at the State Capitol for the Governor's signing of the Proclamation.

The Recruitment/Retention specialist also solicited information about Adoption Month Events from all DHR county offices as well as other child placing agencies. The events were posted on an Adoption Month Calendar that was circulated throughout the state.

Additional recruitment efforts include registering of children on AdoptUSKids.org and Adoption.com websites for public viewing. Photos and biographies of waiting children are also submitted to Alabama Post Adoption Services (APAC) and Alabama's Foster Adoptive Parent Association (AFAPA) to be posted in the quarterly newsletter. In addition, the Department's website has been updated and includes detailed information about the adoption and foster care programs. Potential applicants are able to complete an interest form online and an informational packet is then sent.

Alabama DHR also partnered with our state's Foster/Adoptive Parent Association in several

recruitment activities. We supported their efforts to secure an AdoptUSKids mini-grant. The proceeds from the mini-grant are being used to train a Adoptive/Foster Parent Recruitment Speaker's Bureau. A photo display of Alabama's Waiting Children was on exhibit at the Alabama Foster/Adoptive Parent Conference in May 2005. Additionally, a photo and bio on a different waiting child or sib group is featured in the quarterly "Connections" newsletter published by AFAPA.

The Recruitment/Retention Specialist has been working diligently to ensure records are in the State Office and that all information is up-to-date. Counties are notified when records, recruitment information and/or pictures are needed. The AdoptUSKids website is the primary site where Alabama's children are featured.

Children continue to be filmed and featured on *Kids to Love*, a weekly "Tuesday's Child" type segment in Huntsville, AL. The *Kids to Love* anchor, Lee Marshall, received an HHS Adoption Excellence Award for Public Awareness in November 2003. She was nominated by the Office of Adoption. The Waiting Children Newsletter continues to feature some of our children and is intended to be quarterly.

There are 59 children registered with the Southeastern Exchange of the U.S. While Alabama wants to pursue all possible avenues to secure families for waiting children, the SEEUS booklet has become less attractive to potential families as most out of state referrals come via AdoptUSKids. Updating the book to make it more attractive and using color pictures would make SEEUS a more viable recruitment tool.

The Department's post-adoption services program, Alabama Post Adoption Connection (APAC), continues to grow in visibility and use by adoptive families. The State's contract for these services was significantly reduced for FY06 resulting in some organizational changes. There are now three regional sites instead of five located in the larger counties. Though the reduction resulted in fewer sites, effective services were able to continue. Services include centralized information and referral with a toll free warmline, a lending library, support groups, and scholarships/camperships. In addition, a clinical therapist has been hired and projected to be able to serve 25 families annually.

An Alabama Post Adoption Connection (APAC) representative is invited and attends monthly meetings with the Office of Adoption staff to stay informed and provide updates as to program implementation.

APAC staff routinely serve on a panel at the end of Group Preparation and Selection (GPS) classes, providing information on services and supports available to adoptive families.

Therapist Network Training sessions continued through FY05 and in March 2005, the seventh round was completed. These sessions were extremely popular and evaluations were always excellent. Therapists who are treating and counseling children in the Department's custody are grateful for the opportunity afforded them and CEUs are given. The benefit for the Department is that over 200 therapists in Alabama have received at least an introduction to adoption issues with the majority having attended three or more of the first six sessions.

The Alabama Foster and Adoptive Parent Association continues to grow and is supported by the Post Adoption Services which serves on the Executive Board. The conference was supported by APAC that had a display as well as staff who presented two workshops.

The federal and state adoption subsidy programs continue to be a function of the Office of Adoption. The adoption subsidy program is instrumental in preventing the disruption of adoptions as well as increasing the number of special needs children placed for adoption. As of March 31, 2006, there were 1421 children receiving federal adoption assistance and 733 children receiving state adoption assistance for a total of 2154. The Office of Adoption is reviewing current policy and procedure for awarding an additional subsidy for children with therapeutic needs to assure that services are being identified and provided to meet the needs of children eligible.

Non-Recurring subsidies are available for families who have finalized adoptions and are eligible. The subsidy is to cover non-recurring costs associated with the finalization of adoptions. Changes to policy are being explored to allow for the Non-Recurring subsidy is to be paid directly to providers for legal services in which an adoption has been finalized. This will help to remove some of the financial barriers that may delay finalization of adoptions.

Medicaid services are offered to eligible children placed for adoption under the subsidy program. The Department is meeting the requirement in ASFA to provide health coverage for children who move to

another state with state subsidy Medicaid through reciprocating with states who are members of the Association of Administrators of the Interstate Compact for Adoption and Medical Assistance.

In compliance with the Adoptions and Safe Families Act, the Office of Adoption has established policy which requires timely follow-up when approved and appropriate families from another state express interest in children awaiting adoptive placement. There has been an increased effort to register waiting children on the AdoptUSKids website for public viewing which has generated an increase in inquiries from out-of-state resources. The Office of Adoption hired additional placement consultant staff which has allowed for more timely review for matching and placing of children with adoptive resources. Currently 67 counties are divided into eight regions. Each region has an assigned consultant to serve the children who are awaiting state-placed adoption. The consultant also has the responsibility to monitor movement of children with the goal of Foster Parent adoption while supporting the counties around policy and practice development of the adoption process. In addition, efforts are being made to hire staff for a training position in the Office of Adoption in an effort to provide routine statewide training on adoption policies

The Office of Adoption is responsible for Statewide placement of Alabama children whose parental rights have been terminated do and who have the goal of adoption with no identified resource. Placements are made across county lines within the state as well as inter-jurisdictional placements through Interstate Compact on the Placement of Children (ICPC). The

Office of Adoption is regularly receiving adoption studies on out-of-state families who see our children on AdoptUSKids and many out of state placements are made.

Inter-jurisdictional placements require a greater amount of time away from the office by consultants. Placements are made through the public or private adoption agency working with the family. When a resource is identified the consultant arranges for a minimum of one pre-placement visit for the child in the state of the resource. If the visit goes well then a placement date is scheduled in which the consultant will travel with the child in making the placement. The Office of Adoption, therefore, has increased efforts to identify and develop in-state resources for placement of waiting children to assist in expediting permanency for these children. The Office of Adoption has explored and is proceeding with the purchase of software and scanners so that resources can be entered and reviewed electronically allowing quicker and easier access to the information by all adoption consultants. Policy has also been revised to allow for approved adoptive resources to receive an "unofficial" copy of their home study to assure accuracy and for their personal use.

Adoption Consultants remain responsible for non-foster parent adoptions and provide post-placement supervision to these children directly and through county social workers. They are charged with directing these placements through the legal process in a timely manner. With the county departments assuming all responsibility for foster parent adoptions, the consultants' role is that of technical assistance and follow-up to track the process and offer guidance and

direction in having these completed timely. Increased emphasis has been given to consultation with county staff when the plan becomes adoption and in processing foster parents adoptions more timely.

In response to Alabama's Child and Family Service Review, Program Improvement Plan, steps to focus efforts on timely filing of TPR petitions when the plan is adoption were increased. As a result tracking provides that the child's worker and supervisor receive a notice 31 days after adoption is entered as the plan as a prompt to file the petition and a 61 days overdue notice if no petition date is entered. This is a local supervisory tool and a management tool in the Office of Adoption to provide consultation to counties identified as having needs in this area. Direct consultation has been provided by Placement Consultants within their assigned regions and by the Office of Adoption Intake Consultant, Program Supervisor and Program Manager.

In working to meet the goals of Child and Family Services Review Program Improvement Plan a review and refinement of Alabama's Data Profile was completed. The result was the identification of additional finalized adoptions which had not been previously recorded. This has provided more accurate numbers when considering finalized adoptions. Alabama has worked to improve in all areas of the program improvement plan and has been most successful improving Alabama's stated goal for finalizing adoptions within 24 months of entry into foster care. Alabama exceeded that goal of 16% as the Data Profile indicated that 18% of finalized adoptions occurred within 24 months of removal from home.

In the past an Adoption Policy Workgroup met to give recommendations on revisions needed to this objective which is in the PIP. Technical assistance was provided by the National Resource Center for Special Needs Adoption and a subsidy brochure developed for distribution to the public. In addition technical assistance was provided in review of current policies and any conflicts with federal policy.

The Office of Adoption has included faith-based groups and stakeholders in its plans and activities. The Adoption Policy Workgroup is composed of two members on the AFAPA Executive Board, two adoptive parents, and the President of the Alabama Adoption Coalition and staff in the Office of Adoption.

For FY05, the Department exceeded its baseline and received \$386,000 in Adoption Incentive Funds. Incentive Funds are used for policy training, purchase of services for children with the plan of adoption, computers for adoption staff, and other adoption related purchases. In previous years counties submitted proposals to the Office of Adoption for expenditures from Adoption Incentive Funds. For FY06 counties again submitted proposals and the decision was made to send the awarded funds to the county to be maintained locally for easier access and expenditure. Additionally, Adoption Incentive Funds are used to support statewide recruitment efforts, the annual Permanency Conference, professional development and equipment, all of which will help to increase and expedite adoptions.

In compliance with the Multi-Ethnic Placement Act and the Inter-Ethnic Provisions, placement of a child is not delayed or denied due to race nor are applicants/resources denied placement based upon race.

Consultants maintain a log in the child's record of families that are considered for a particular child, noting the reason for not selecting a family. The In-Office Team Review process that has been in place for several years allows the placing consultant to receive input from at least two other peers on the suitability of the potential family to meet the child's needs and identify their strengths and needs, prior to an Adoption Staffing. This staffing which includes (at a minimum) the Review Team members, the child's worker and the potential resource family's worker, is used to provide full discussion of the issues that may impact the success of the placement so that services can be put in place and specific recommendations made to address needs. With the Review Team and Adoption Staffing, there is confidence that a resource that can meet the child's needs has been selected.

Over 200 adult adoptees are served each year by providing non-identifying background information on their birth families and the reasons for their placement. In many instances, a search for the birth parent is done and reunions facilitated. It is not uncommon for the Department to be appointed as the intermediary by the court. There was a significant increase in the number of requests for these services due to a law allowing adult adoptees to obtain a copy of their original birth certificates and information on file with the Bureau of Health Statistics, Department of Public Health. When adult adoptees find that these files contain only the final decree of adoption, they look to the Office of Adoption to provide information about their birth families.

The Office of Adoption continues to maintain the Putative Father Registry. When an adoption petition is received, names are checked against the Putative Father

Registry and the court notified if a putative or adjudicated father not included on the petition is listed. By law, the Department should receive a copy of all petitions filed in the state and respond within 30 days as to whether there is information that needs to be shared with the court.

Adoption Services Long Range Goal 2005-2009

1. Goal

To enable children to achieve stability and permanence in their living situation within reasonable timeframes.

In an effort to meet the overall goal of stability and permanence, the adoption program's goal is to provide an appropriate adoptive home for every child in need of a permanent home and for whom adoption is the plan. The principle or standard for casework practice to meet this goal requires that permanency in children's living situation shall be promoted in a timely manner.

Principles of operations related to permanency include that permanency in children's living situations shall be promoted and that if a decision is made that a child shall not return home, DHR shall seek a timely dispositional resolution to terminate parental rights. DHR will seek a permanent living situation for children and work to prevent placement disruptions. Alabama's adoption disruption rate has historically been 2% or below.

1. OBJECTIVE

Increase the placements of children placed for adoption each year by 10% each year, FY 05-09.

The number of placements rose to 352 in FY 03, up from FY 02 at 321. In FY 04, the number of placements dropped to 315 (slightly more than 10%). However, in FY 03, the number of finalized adoptions was 329. The number of finalized adoptions for FY 04 initially was reported as 376, however, after a refinement of the data the actual number increased to 396. Finalized adoptions for FY05 is 326. Foster parent adoptions continue to contribute largely to the total of finalized adoptions. Most of the children with the goal of adoption without an identified resource are special needs and over age 9. There is increasing difficulty in securing families for these children, in keeping with the national trend. There continues to be many legacy children in the system for whom parental rights were terminated many years ago. These children often have special needs making identifying a resource challenging. Permanent plans for these children are being revisited as consultants follow up with counties to assure the best plan for the child is being explored and no other permanent resources are available.

The Department's general recruitment effort, Families 4AL Kids, targeting child specific recruitment activities and AdoptUSKids Answering the Call are designed to and will be utilized to have unbounded potential families for children awaiting placement. With no jurisdictional or racial boundaries, the ability to find the most suitable home for a child is tremendously increased. GPS will continue to be the mechanism for preparing Alabama families to

become adoptive families and each county will have capacity to deliver this preparatory training. Because dual approval to foster and adopt is possible, there should be increasing numbers of foster parent adoptions consistent with the practice of first placement, best and only placement.

The Office of Adoption and the children awaiting adoption have benefited by the additional staff hired. There is a greater ability to follow-up with counties regarding the children with the goal of adoption and identify matches for placement.

2. OBJECTIVE

Decrease the length of time between termination of parental rights and the time placement in an adoptive home for children presently requiring greater than a year.

As of March 31, 2006 the average wait for placement in adoptive home from the time of termination is 17.32 months. This is a significant decrease from previously reported 41.73 months in FY04.

Some of the specific efforts that have helped support more timeliness includes:

- Additional placement consultants hired in the Office of Adoption and assigned to regions providing increased consultation and technical assistance to county departments.

- Ongoing review and revision of adoption policies to remove barriers impacting timeliness.
- Tracking reports that provide prompts for actions due and exception reports for over due actions.
- Collaboration and input quarterly with the State Q.A. policy review committee.
- Collaboration with the Administrative Office of Courts for training of Judges and GALs as well as DHR attorneys.
- DHR has collaborated with Administrative Office of Courts regarding delays in TPR and ways to streamline the appeals process (expedited appeals).

Note: See Section IV, Other Ongoing Involvement /Consultation in Planning, for further collaboration with AOC on related issues.

In response to Alabama's Child and Family Service Review, included in the Program Improvement Plan were steps to focus efforts on finalizing adoptions within 24 months of the date a child enters care:

- 1) Counties receive written notice from the Office of Adoption when a termination of parental rights date has been entered into the data system for a child, but the Office of Adoption has not received the court order and notification of the foster parent adoption plan or case material (if the permanency goal is adoption without an identified resource) and the Office of Adoption is to assume

placement planning responsibility. The Office of Adoption follows up until the court order is received. Specific case situations will be referred to the Office of Child Welfare Consultation as appropriate.

- 2) The social worker receives a system generated notice 31 days after adoption is entered as the plan as a prompt to file the petition and a 61 days overdue notice if no petition date is entered. This is useful as a local supervisory tool and a management tool in the Office of Adoption. At the end of each quarter, the county will receive an exceed threshold notice on any child whose TPR petition is due or overdue on the last day of the second month of that quarter. A corrective action plan is then required and follow up will be offered through ongoing consultation in the Office of Child Welfare Consultation.

- 3) A new data systems report tracks by dates, the timeliness of the adoption process towards finalization. At a glance, a supervisor is able to view a worker's adoption caseload and determine the last action and its date. Delays can be addressed and consultation sought as needed. In addition, the Office of Adoption is able to use this report as a management tool to ascertain where delays in the process are globally and to determine if these can and need to be addressed through policy, training, staffing or direct consultation.

- 4) Ongoing targeted child specific recruitment efforts are continuing and will be enhanced since a Consultant has been hired for this position. The Targeted Recruitment Consultant will be able to develop and coordinate specific activities through the county departments to ensure that waiting children are being presented in public venues. Regular efforts include featuring waiting children in regional and national recruitment activities such as the Southeastern Exchange of the United States, AdoptUSKids, and Adoption.com. In addition, the Waiting Children Newsletter, is sent to all foster/adoptive applicants and approved resources.

The Office of Adoption continues to participate in November National Adoption Awareness Month and activities are encouraged in all the counties.

A recruitment packet has been developed to ensure that required information is sent to the Office of Adoption as to not cause any unnecessary delay in getting a child into recruitment activities. There continues to be a need to address the capacity to respond the Spanish culture. Currently there is limited capacity to translated materials into Spanish. There continues to be effort to explore recruitment of resources to support the training and support of this population.

A previous contract developed to finalize foster parent adoption with three providers was extended through the first quarter of FY06 to complete the already initiated foster parent adoptions from FY05. During the course of this contract a listing of barriers was identified which result in delays in foster parent adoptions.

3. OBJECTIVE

Decrease time between adoption placement and adoption finalization.

The legal process of adoption in Alabama includes the Adoptive Home Placement Agreement being entered between the adoptive resource and the Department. The Consent to Adopt is usually issued in Foster Parent Adoptions immediately while in non-foster parent adoptions there is a 3 month post placement supervision period before the Consent to Adopt is given. The Petition to Adopt can then be filed in the Probate Court along with a report from the county department. The Court issues an Interlocutory Order pending the post placement report and a dispositional hearing is held and the final decree issued.

As of March 31, 2006 the median time frame from entry into care to final adoption is 40.78 months which is a decrease in time from 44.29 months of FY04.

The goal for FY 05-09 is for the median time frame between adoptive placement and the final decree of adoption to reduce to 6 months. This is

reasonable as the majority of children are adopted by their foster parents. The Child and Family Services Review Program Improvement Plan goal was 16% of finalizing adoptions would be within 24 months of entry into foster care. Alabama exceeded that goal as 18% of finalized adoptions occurred within 24 months of removal from home.

FY 05	7.5 median months
FY 06	7.0
FY 07	6.0
FY 08	6.0
FY 09	6.0

2. Safe and Stable Families/Adoption Promotion and Support

Adoption Promotion and Support Funds are used primarily to support post adoption and the Alabama Foster and Adoptive Parents Association (AFAPA). Alabama Post Adoption Connections (APAC) currently provides post adoptive services. In FY05 the contract was reduced and the funds were to be used for hiring additional staff in the Office of Adoption. The Office of Adoption is exploring the availability of Safe and Stable Family funds to be used to cover the cost of an annual Permanency Conference for staff in supporting professional development and enhanced capacity. Previously the conference was paid for through Adoption Incentive Funds, however, these funds are not a guarantee each year. Safe and Stable Funds are available as a means to provide the services and supports needed to enhance the timeliness of permanency through adoption.

1. SAFE AND STABLE FAMILIES/ADOPTION PROMOTION AND SUPPORT LONG RANGE GOAL 2005-2009

To provide post-adoption supportive services to all adoptive families throughout the state. The goal for delivery of these services will be directed toward education, support, and advocacy and preservation of the family unit with emphasis on the prevention of abuse/neglect, out-of-home care or dissolution of the adoption.

1. OBJECTIVE

To offer an array of services through Alabama Post Adoption Connections which meets the needs of adoptive families.

An annual Camp for children who are adopted or waiting to be adopted is provided through APAC as a means of respite for families and education for campers.

The location is a scenic an established camp facility for disabled children. In addition to mainstream camp activities, the adopted children were able to share informally their foster/adoptive experiences and to hear from an adult who was a foster child, had an adoption disruption and was separated from his sibling. Camp APAC was established after the need for adopted children to have the opportunity to share experiences with those like them was identified as adoptive families used other APAC services. To be inclusive, any child in the adoptive home

who is the appropriate age (8-18) is eligible to attend Camp APAC. In June 2006 APAC will provide for 100 campers to attend the 3 day camp. The Office of Adoption staff participate as support staff during the camp.

2. OBJECTIVE

To maintain quality in APAC service delivery.

A representative from the Alabama Post Adoptive Services participates in the monthly Office of Adoption unit meetings. Through the meeting routine updates as to post adoptive trends across the state are provided as well as the current status of services available and being provided to families. Program reviews are conducted in each of the three region offices each year. The review looks at the number of families served and the number of units of service provided. Surveys are distributed twice a year to consumers and stakeholders to allow feedback on post adoptive services. This information is used to assess program effectiveness. Delivery of effective services did not disrupt after the reduction in the APAC contract as the program reduced the number of sites as a means of cutting back. Marketing was also impacted; however, creative ways of marketing are being identified that are minimal in cost. The consumer numbers

continue to show a slight increase from the previous year.

3. OBJECTIVE

To maintain an ongoing campaign of public awareness of the nature of and availability of Post-Adoption Services.

There are ongoing efforts to make APAC known throughout the state and to make it an integral part of the adoption community. APAC staff has visited each of the 67 county departments and all Probate Courts and maintains ongoing contact. APAC social workers participate on the Panel in the ninth GPS meeting upon request. They frequently attend regional board meetings of the Alabama Foster and Adoptive Parent Association and conduct workshops at the AFAPA Annual Conference. Brochures and posters have been developed. Efforts are broad, comprehensive and continuous. A quarterly newsletter is distributed through APAC to current and potential consumers of post adoptive services.

All staff participates in marketing. The Statewide Consumer Council and Regional Consumer Stakeholder Council members have committed to assist with specific tasks. Team members present workshops and speak at professional meetings. The contacts serve the dual purpose of educating professionals and of

establishing contact for mutual exchange of information and referrals.

Pre-existing foster parent and adoptive parent support groups receive regular contacts from regional staff. Whenever possible, regional staff participates in GPS Meeting 9 panels. Newsletters and other mailings are sent to those groups as well as to county DHR offices and providers.

All staff track response rates to the various strategies to assess effectiveness of each. In addition, staff utilizes various forms of the media in publicity to include television, radio, newspapers, newsletters, and the website. Mass mailings are ongoing in efforts to increase visibility of the program.

4. OBJECTIVE

To increase the number of families receiving post adoption services. The objective is to increase the number of consumers by a minimum of 10% each year.

As of the beginning of FY 06, the number of consumers is 1257 and 2263 service units compared to FY 04 consumers of 863 and 1102 service units which indicates that the objective to increase consumers is being achieved.

5. OBJECTIVE

To provide ongoing support to the Alabama Foster and Adoptive Parent Association (AFAPA).

The Alabama Foster and Adoptive Parent Association is now fully recognizable across the state and consists of nine regions which are consistent with those of the County Directors Association and Family Services. Each AFAPA district hosts a minimum of three networking meetings each fiscal year. The Post Adoption Services Coordinator attends quarterly AFAPA Executive Board meetings to receive progress reports and to inform members of new developments within the Office of Adoption.

AFAPA sponsors an annual training conference for foster and adoptive parents and DHR staff. In April 2006, the AFAPA Annual Conference included an adoption tract with a variety of speakers from the public and private sector. The Program Manager presented a workshop on "Subsidies and Adoption Issues" and Recruitment/Retention Specialist set up a Heart Gallery display and was available to take questions and inquiries from interested individuals.

AFAPA works closely with Alabama Post Adoption Connections (APAC). This ongoing collaboration provides maximum

benefit for the Department as well as the two organizations. AFAPA and APAC routinely partner at recruitment events so that potential resources know that a continuum of care is available for persons who adopt children from Alabama's child welfare system.

(d) INTERSTATE COMPACT ON THE PLACEMENT OF CHILDREN LONG RANGE GOALS FY 2005-2009

1. GOAL

The major goal for the ICPC office for the next five years is to process 100% of all ICPC referrals for placement within 30 days from the date of receipt in the ICPC office. The expeditious processing of these referrals will allow permanency for children in a timely manner and reduce delays which are a barrier to permanent placement of children.

1. OBJECTIVE

- (a) Continue to monitor workflow of staff.
- (b) Continue to monitor file room to increase efficiency of transfer of case records.

ICPC Manager monitors workflow through assignment of cases on a daily basis and monitors alert system of previously assigned cases to ensure timely processing of cases. The Manager also provides consultation on cases with individual staff as needed along with regular unit meetings to discuss barriers, strengths, and needs. A system has been implemented with the file room staff to ensure the timely processing and distribution of cases. A supervisor was

assigned to the file room within the last year. Close collaboration between ICPC Manager and file room Supervisor had increased efficiency and timeliness for files used by ICPC staff.

2. GOAL

The new ICPC automation system was implemented December 1, 2004. This new system will allow better tracking of ICPC cases coming into Alabama and cases leaving Alabama. Staff continues to work with the Computer Information System staff as issues arise with the new system.

1. OBJECTIVE

- (a) Continue to work with CIS.
- (b) Utilize data once system is in place to assist in overall program management.

As the data base system evolves, ICPC staff have conferred weekly with CIS (data systems) staff in order to resolve issues related to the new ICPC automated system. A case tracking system has been implemented that enables ICPC staff to more adequately locate ICPC children coming into and/or leaving the state of Alabama. The new ICPC automated system was utilized for tracking children from Louisiana who were displaced due to Hurricane Katrina. It has proven to be highly beneficial in tracking ICPC children from other states and ICPC children from Alabama.

3. GOAL

Continue to provide ICPC training and case consultation to county staff. Due to travel restraints, increased use of consultation by phone and e-mail will be provided.

1. OBJECTIVE

- (a) As fiscal restraints are reduced, a reassessment of regionalized training will be considered.
- (c) Collaborate with child welfare consultants to identify support/training opportunities to counties.

ICPC staff are working toward a collaboration with the Family Services Supervisors' Association to provide ICPC training at one of that group's regional meetings. Training was not provided this year due to ICPC staff turnover. Two new staff have been hired and this is a priority.

4. GOAL

Maintain interagency collaboration with American Public Human Services Association (APHSA) and other states.

1. OBJECTIVE

Continue to request permission for attendance at the Annual ICPC Conference.

ICPC Program Manager, attended the Annual ICPC conference held in Nashville, Tennessee. The Conference was held April 28-May 3, 2006. ICPC Manager was moderator for training session on State Emergencies: Being Prepared in the Future. The new Compact was discussed at the conference and the process has begun for ratification by state legislatures. Thirty-five states must ratify the compact for it to become law.

5. GOAL

Implement Intercountry Adoptions Act when protocol is received from the U. S. State Department.

1. OBJECTIVE

Maintain contact with APHSA, which will be advising States on how to proceed once the Intercountry Adoptions protocol is developed.

There is frequent communication with APHSA regarding the pending implementation of the Intercountry Adoptions ACT.

2. OBJECTIVE

Develop policy and training for appropriate staff when protocol is received.

3. OBJECTIVE

Assess the limited tracking system for children adopted from other counties who enter state custody.

(e) INTERCOUNTRY ADOPTIONS

The Intercountry Adoption Act (ICAA) of 2000 (P.L. 106-279) was signed into law October 6, 2000.

Refer to Title IV-B, subpart 1 paragraphs 13 and 14 to Section 4226:

“Each plan for child welfare services under this subpart shall-
(13) contain a description of the activities that the State has undertaken for children adopted from other countries, including the provision of adoption and post-adoption services;

(14) provide that the State shall collect and report information on children who are adopted from other countries and who enter into State custody as a result of the disruption of a placement for adoption or the dissolution of an adoption, including the number of children, the agencies who handled the placement or the adoption, the plans for the child, and the reasons for the disruption or dissolution.”

No reports of cases involving disruption or dissolution of an international adoption have been reported to FSD in the last year.

Private child placing agencies, who place children adopted from other countries, are licensed by the State Department of Human Resources. The State Department of Human Resources approves international adoptive studies prior to their submission to the Immigration and Naturalization Service. Adoption and post-adoption services are provided directly by the child placing agencies licensed by the State Department of Human Resources.

FSD is currently awaiting protocol from the U.S. State Department in order to implement the Intercountry Adoption Act (ICAA). The Office of ICPC will work with the office of Foster Care and the data systems to develop a tracking system for children adopted from other countries that enter state custody. In the meantime, since FSD has been aware of very few children meeting this criteria, a limited tracking system has been established and instructions have been sent to county departments. Again, at the ICPC States Conference this year (in April 2006, in Nashville, TN) state representatives were advised that the American Public Health Service Association (APHSA) will be advising States on how to proceed once the protocol is developed. Currently county DHR staff are to notify Program

Manager in ICPC of any InterCountry Adoptions disruptions.
This method of tracking is proving to be adequate.

3. WELL BEING

Well Being Long Range Goals 2005-2009

(a) Family Capacity to Meet Children's Needs

GOAL

Families will have the enhanced capacity to provide for their children's needs.

1. OBJECTIVE

Develop the skills and tools to assess families' abilities to meet their own children's needs.

A comprehensive family assessment tool has been developed for use by county DHR staff to assess physical, emotional and educational strengths and needs of family members. Staff has been trained on the use of the tool. Child Welfare Consultants while conducting case reviews will assess and provide feedback on the use of the tool by county staff during county site visits. Consultants have provided training to individual counties on assessment, when the issue is identified as a need by a Quality Assurance review or by county self-assessment.

The Office of Child Welfare Training in partnership with the Office of Child Welfare Consultation revised the Underlying Conditions Training to include advanced assessment skills to include input from the supervisor (supervisors attend the training on the third day of this curriculum). An onsite coaching and modeling section was added to evaluate increased assessment skills and

help the trainees incorporate these skills into their practice. This will expanded be to other regions of the state and monitored over the next two years for outcomes. Supervisors Training was also updated to include the Underlying Conditions component. This material was piloted in January of 2005.

Office of Child Welfare Consultation has initiated a regional training to increase capacity in line supervisors to coach and model the Individualized Service planning to include increased capacity to assess a family's capacity to meet the needs of their children. This training will begin in June 2006.

2. OBJECTIVE

Develop tools to monitor and track the process of assessment and planning with families to meet their own needs.

Family Services in conjunction with county DHR staff in March 2003 developed a supervisory review process to monitor assessment adequacy, service availability and appropriateness, service utilization, documentation, and participation in the ISP process. A minimum number of case reviews by supervisors was set to ensure quality of practice. A minimum requirement for face-to-face contact with children, parents and caregivers was also developed to ensure that caseworkers are able to adequately assess progress in case outcomes. A tracking system was developed by the committee to appropriately capture all pertinent casework components to assist supervisors in giving feedback to line staff. This tool will also assist consultants during site visits assess supervisors' functioning in the case review process. New training curriculum has been developed to increase supervisory capacity and to use these established

guidelines. The Office of Child Welfare Consultation will continue to work onsite with individual supervisors to expand capacity using the training and developed guidelines, as well as increase supervisory capacity to coach and model the assessment and Individualized Service plan process.

3. OBJECTIVE

Develop a system to keep social workers and providers apprised of service availability in designated areas.

Current therapeutic foster care, assessment, and other types of residential services have been made available to county staff and providers by the issuance of a Resource Directory. The Office of Resource Management, formerly the Office of Resource Development and Management, and Information Systems have collaborated on an online resource directory which is available on the Department's website. The site became operational in late 2004. Counties continue to be made aware of resources in their regions through the directory and by onsite consultants when consultation is provided on individual cases.

(b) Education

GOAL

Children will receive adequate services to meet their educational needs

1. OBJECTIVE

Develop and issue guidelines for an Education/DHR protocol to be used Statewide in establishing better working relationships between the two agencies

The protocol between the two agencies was developed and implemented in September 2003. This protocol resulted from issues that surfaced as the Department implemented its revised protective services policies and procedures. Of particular interest to the educational system at that time was the delineation of roles between the two agencies in response to truancy and educational neglect. Over the past twelve months, the Department has worked with representatives from the Department of Education regarding technical assistance in accessing special education services for its foster care population. There have not been any emergent issues related to this protocol but the Department plans to update and possibly develop an updated protocol to reflect the most current issues facing both agencies.

(c) Physical and Mental Health

GOAL

Children will received adequate services to meet their physical and mental health needs.

1. OBJECTIVE

Develop practice guidelines for assessment of mental health needs, screening for possible mental health treatment and monitoring outcomes

The SEBD unit issued the guidelines in September 2003. SEBD consultants were instrumental in the development of the guidelines along with an advisory committee of county DHR staff and mental health professionals. The guidelines are used by county staff in assessing the emotional, mental health and behavioral needs of

children. Case consultation on children with specific needs is a major emphasis of the work of the Child Welfare Consultant Unit. Training has been provided to all regions regarding trauma in early childhood, behavior management plans, and matching services to a child's individual needs. The Office of Child Welfare Consultation will continue to offer training and individual case consultation on working with SEBD children. To address the needs of SEBD children, the Office of Child Welfare Consultation has developed a contract with Auburn University to provide field placement for masters level students in behavior analysis to provide services to children in a pilot program. In September 2006, the two original field placement students will begin working in the Montgomery County office to begin training foster parents in the counties surrounding the Montgomery area. This training is targeted to sustain placements, keep children safely in their own homes.

2. OBJECTIVE

Develop and implement the use of an assessment tool and tracking system to evaluate outcomes for children in residential treatment settings

The SEBD Unit in conjunction with the Office of Resource Development and Management (ORDM) developed an assessment tool in March 2004 to be used in conducting site visits that provide residential treatment services to children served by the Department. Consultants from the Office of Resource Management will use the tool in conducting site visits and measuring outcome achievement at facilities serving the SEBD population.

A tracking system has been developed by the SEBD Unit to track children that have severe emotional or behavioral needs. The Office of Utilization Review and the Office of Resource Management have assumed responsibility for tracking SEBD children, and looking at outcomes for children who are SEBD as well as any child placed in residential treatment. The Office of Utilization Review is developing guidelines for length of stay, attaining permanency, maintaining children in their own homes, and tracking treatment outcomes. The Office of Utilization Review has developed a tool that was piloted with four providers for children in residential treatment settings.

3. OBJECTIVE

Provide training to the child welfare staff on assessing mental health needs of children and evaluating the effectiveness of treatment for children with these needs. Training for child welfare staff has been developed by the National Resource Center to help staff in assessment of emotional or mental disorders and in evaluating the efficacy of treatment. The initial training was offered in June 2004. Several in-house follow-up sessions were conducted. A series of regional training sessions have been provided to county staff in conjunction with local Mental Health Boards. The training was designed to introduce county staff to trauma concepts in working with SEBD children and to facilitate increased partnership between local DHR offices and their local mental health providers. The Office of Child Welfare Consultation will provide regional training in the fall of 2006 regarding working with childhood trauma and to increase networking with local mental health organizations.

4. OBJECTIVE

Develop guidelines for Assessment Congregate or Foster Home settings to adequately assess placement needs to minimize the number of placement disruptions

The guideline for assessment was developed in December 2002 by the Office of Licensing and Resource Development (now ORM), county staff and providers. They were implemented during the same month. ORM staff members have developed and implemented a tool to evaluate assessment programs beginning in the first quarter of FY 05. They are currently conducting regular site visits statewide to determine compliance.

5. OBJECTIVE

Maintain a reporting process for in-home mental health services to monitor progress on meeting the mental health needs of children.

Family Options and the Multi-Systemic Therapy programs have developed and implemented tracking and reporting instruments to evaluate the effectiveness of their respective programs. Information from these tools is shared with programmatic offices for evaluation and altering of services, as needed.

6. OBJECTIVE

Develop a formalized working relationship between the Department and the Department of Mental Health/Mental Retardation and the Department of Youth Services to share information regarding the care of children received in licensed/certified facilities, ensuring safe and adequate care in the meeting of children's needs

A protocol between DHR, DYS and DMH is already in effect. A more defined protocol between DHR and DMH has been initially developed. It will continue to be amended to meet situations requiring immediate attention. Several Family Services staff including Office of Child Welfare Consultation regularly serve on work groups and committees with DYS and DMH/MR.

7. OBJECTIVE

Join in a collaborative effort with Mental Health and Youth Services to commit funding to develop and maintain new family, school and community services to meet the special needs of children

The three agencies have entered the third year of the Our Kids projects, which serve some 20-30 counties in the State. The programs were designed to meet the needs of those children who are considered Gap Children, who have traditional been lacking in services. The three agencies make site visits annually to evaluate the services and outcome of the programs.

C. PROGRAMMATIC AND ADMINISTRATIVE SUPPORT

1. Quality Assurance

The QA system was designed to provide an approach broad enough to encompass the Department's needs for quality reviews of family and children's services, ensure consistency with the Federal review process and meet the requirements of the R.C. Consent Decree.

The approach used by the Office of Quality Assurance in reviewing child and family services in the State is very similar to the Federal Child and Family Services Reviews with some adaptations to meet the requirements of the Consent Decree. Three outcome areas are reviewed in individual counties and Statewide: safety, permanency and

child well-being, which includes educational success (since the Consent Decree specifically addresses education), emotional well-being and physical well-being. Additionally, a core set of seven systemic areas are reviewed: community collaboration, individualized service plans (case plans), information system capacity, QA and supervision, staffing and caseloads, staff and provider training, service array and resource development. A self-assessment process has been built into the quarterly QA reports, which can assist counties in conducting an internal examination of practice and system performance. The county QA reports provide data and narrative that aids in making determinations of the status of a number of indicators relative to the state onsite reviews and can also provide guidance in terms of cases selected for the qualitative case reviews. A State onsite review (which consists of data review, quality service reviews, record reviews, stakeholder interviews and any other means of examining outcomes/system performance), in conjunction with the review of county information (from the county QA report and/or other internal information) and the quality service reviews (and any other activities) conducted by the county QA committee, provide the basis for the determinations that are made concerning the functioning of the county's service delivery system, its strengths, as well as the areas needing improvement and recommendations for the necessary corrective actions.

State QA staff work with individual counties, providing technical assistance and consultation in a variety of areas, including: training department staff and QA committee members; consulting on committee membership, functions and activities; assisting in enhancing QA functions in counties; consultation with other staff in Family Services in regard to county/state progress in practice/systemic areas identified during onsite reviews as needing improvement, participation in special studies, as well as other areas as needed. A substantial portion of their time is invested in preparing counties for, and assisting in the conducting of, state onsite reviews and completing reports on findings and recommendations, which are provided to the court monitor, county administration and state administration.

Additionally, when possible, representatives from the state QA office have served as members of the court monitor's review teams for those reviews which he conducts.

During the time period of June 1, 2005 to May 31, 2006, State QA staff, in conjunction with other State and County staff, have conducted 18 sustainability reviews in 17 different counties (see Appendix 10). Additionally, final revisions were completed on the report of the Latino Special Study and the report was released to County DHR offices in April 2006. During the time period of June 1, 2005 to May 31, 2006, the court monitor conducted 10 onsite reviews in ten counties. During the remainder of CY06, the Office of Quality Assurance plans to conduct ten onsite reviews, though some onsite work could occur in other counties if necessary.

Critical to the Department's QA functions are community (county) QA committees that work in partnership with County Departments. These committees consist of community and agency representatives that meet regularly and review cases to evaluate the quality of services delivered and the outcomes for children and families. They were established as counties were brought into the conversion process for the Consent Decree. All 67 counties are now implementing the requirements of the Consent Decree with respect to having an operative county QA committee.

The Office of Quality Assurance also provides regular support to the State Quality Assurance Committee, which is composed of representatives of various Statewide agencies, organizations and groups. State QA staff will continue to work with the committee and plan to work with the committee in providing information and/or assistance in any studies/reports being conducted/submitted by the state QA committee.

During the reporting period, the Office of Quality Assurance continued to implement the quarterly and annual QA reporting process, which provides county-specific and Statewide information. Quarterly and

annually a Statewide QA report is completed and issued to the court monitor which includes individual county reports for each of the 67 counties. Among the data tracked and reported on by QA is information on children who enter foster care in the State for the first time in a given year in order to determine more accurately such indicators as the length of time children spend in foster care, the number of moves they experience while in-care, re-entry rates into care after discharge and the achievement of permanency for children exiting foster care. These data are tracked longitudinally, over a period of years, similar to the cohort groups of children reviewed in the Federal Child and Family Services Reviews. This approach was adapted from the self-evaluation methods used in the Family-to-Family Initiative. The Office of Data Analysis (serving in the lead role, in conjunction with the Department's Center for Information Services and with consultation with the Office of Quality Assurance, develops the quarterly data reports and provides them to County Departments, so that county staff may use their time in analyzing and interpreting the data rather than collecting numbers to submit to the State Office.

The Office of Quality Assurance has developed and disseminated a Quality Assurance Guide that serves as a procedures manual for initiating and maintaining all components of county and State quality assurance functions and systems. The QA Guide provides practical guidance to State and county QA staff as well as being distributed to other states which request copies. A process to effect revisions in the QA Guide has recently been initiated in order to update its contents so that it can continue to serve as a useful resource to county and state staff. The revision workgroup includes both State and County staff members.

In September 1996, the Office of Quality Assurance implemented a series of quarterly training seminars for county QA coordinators to assist them in carrying out QA functions, including data collection and analysis, recruitment and preparation of community QA committee members and conducting special studies. The Office of Data Analysis

has also developed a database and reporting process that tracks child deaths in the State due to maltreatment. Currently, the Office of Data Analysis is providing the Department's administration with a monthly report of child deaths due to maltreatment. A county child death review team (which includes in its membership individuals internal and external to the Department) is asked to review child deaths with prior/current Department involvement, and submit their findings/recommendations to the Department. The child death review process is undergoing revision at present to include the QA County Consultants as a part of the review team.

In December 1996, the Office of Quality Assurance began assuming some of the responsibility for reviewing child welfare functions in County Departments previously performed solely by the Federal court monitor for the R.C. Consent Decree. Through June 1, 2006, State QA staff in conjunction with other State and County staff have conducted 172 onsite reviews in counties, which includes preliminary, compliance and sustainability reviews, as well as counties where more than one onsite QA review has been conducted and/or a targeted review completed. This does not include the additional numbers from those counties that have also completed a PIP in lieu of an onsite review by state QA. Historically, the initial review in a given county was defined as a preliminary review, the outcome of which was the identification of strengths and priority areas on which the county needs to focus and strengthen in order to successfully assert. Subsequently, at a time mutually decided upon by SDHR and the particular county, a compliance review was conducted. The outcome of the compliance review was a recommendation to the court monitor about the readiness of the County Department to assert its conversion to practice consistent with the Consent Decree. A final set of reviews, presently identified as sustainability reviews, have been/are onsite reviews conducted in converted counties to assess their ability to maintain a level of practice and system performance that are consistent with the principles of the Consent Decree. This will continue to be the focus of onsite review activity and will involve both the

assessment phase (the onsite review) and planning sessions for how strengths of practice/system performance can be affirmed/replicated, as well as how practice/system performance can be strengthened/improved. Through May 31, 2006, sustainability reviews have been conducted in 45 counties, (which includes 2 counties in which a sustainability review had previously been conducted) with more to be completed over the course of Calendar Year 2006.

Quality Assurance Long Range Goals 2005-2009

To ensure the continuing capacity of the QA system to effectively:

- Examine/assess/monitor/evaluate the components of the Department's system of care.
- Provide feedback and recommendations to the Department on the status of practice and outcomes experienced by children and families, as well as the Department's system performance, and whether services provided are of sufficient intensity, scope and quality to meet the individual needs of the children and families being served by the Department.
- Support social workers, supervisors and management at every level within the Department, as well as support the development, implementation and refinement of the service delivery system.
- Confirm strengths, identify successful strategies and recommend ways in which effective practice and/or system performance can be replicated or strengthened.
- Identify needs and recommend corrective actions necessary to improve services, capacity, outcomes and conformity with Federal, State and Department program requirements.
- Help identify (and at times, provide) necessary training, consultation and technical assistance needed by DHR staff.
- Review for the implementation and effects of corrective actions taken.
- Provide the Federal court monitor with information at the direction of the DHR Administration.

- Provide a permanent structure for objective evaluations of the quality of services and outcomes for children and families.

A critical outcome for which QA is designed to contribute is the sustaining of effective child welfare practice in all sixty-seven counties.

ONGOING OBJECTIVES

1. OBJECTIVE

In collaboration with other Offices within Family Services, Continue to improve data analysis capacity in SDHR and County Departments, by maintaining statistical analysis software, providing training and technical assistance and ensuring a capacity to be responsive to prevailing trends and critical issues, initiate/assist in conducting special studies, etc.

Statistical analysis software continues to be used in the Office of Data Analysis in assisting in the preparation of Statewide Quality Assurance Reports and other reports as requested.

This objective continues in effect.

2. OBJECTIVE

In collaboration with the Office of Data Analysis, issue quarterly reports of QA indicators, including aggregate child safety and permanency data, and an annual report at the end of each fiscal year.

This objective continues in effect.

3. OBJECTIVE

Provide ongoing consultation/technical assistance to county departments/QA committees relative to maintaining and enhancing QA functions and capacities.

This objective continues in effect.

4. OBJECTIVE

In collaboration with other Family Services offices/staff, work with counties, county QA committees and other SDHR staff in implementing a follow-up process to onsite county reviews that details how areas needing attention will be addressed.

This process needs to be strengthened and will remain an important objective.

5. OBJECTIVE

Finalize a process of providing information (relative to state office issues) to the Department's administration and program divisions, which ensures consistent implementation and a means of demonstrating how issues that have been identified during county onsite reviews have been addressed.

This also remains an important ongoing objective to be strengthened.

6. OBJECTIVE

In conjunction with other SDHR staff and Center for Information Services staff, establish a database of measurement mechanisms for both state QA reviews and county QA committee case reviews.

A database has been established and some data entry from state onsite reviews has occurred. The entry of data from county QA committee reviews is presently viewed as a more long-term objective. The issuing of standard and ad hoc reports has not yet been initiated. This will remain a critical objective.

7. OBJECTIVE

In collaboration with other Family Services offices, SDHR and county/state QA committees, continue to enhance capacities around conducting county/Statewide special studies, reporting on findings/recommendations and instituting feedback

mechanisms whereby the Department is reporting back on the level of progress relative to implementation, achievement of desired outcomes and system performance/change.

In November of 2003, a special study on Latino issues was initiated. During the summer and early fall of 2004, onsite work was conducted in four selected counties (Franklin, Barbour, Marshall and Morgan). Revision work on the report continued in 2005 and a report of findings and recommendations was released in April 2006.

8. OBJECTIVE

Continue to focus on ways of promoting the networking among, and skill building of, county QA committees.

This objective remains in effect. During the time period of October-December 2005, the Office of Quality Assurance conducted a series of county QA coordinator meetings in each of the state's nine districts. County QA committee representation was included so that each meeting had both a training and networking component. Determining ways to provide for networking/training opportunities for QA committee members will remain an important objective.

9. OBJECTIVE

Continue to conduct regular (generally, quarterly) meetings for county QA coordinators. These meetings could include training components as well as other emphases (e.g. input on issues, provision of information, networking opportunities, etc.).

This objective continues in effect. County QA coordinator meetings are sometimes held as a statewide meeting and at times are held at two regional sites. See response to #8 above for how meetings were conducted across nine districts during the last part of CY 2005. The Office of Quality Assurance is

currently assessing the frequency with which these meetings need to be held.

10. OBJECTIVE

Through ongoing adjunct reviewer training, development and experience, build a Statewide capacity among state/county staff (perhaps including QA committee membership as well) to serve on state onsite review teams as adjunct reviewers.

This objective continues in effect. Adjunct reviewer training sessions continue to be conducted throughout the year. Presently there are in excess of 40 county/state staff who have been trained. It is acknowledged that adjunct reviewer staff are a critical component of onsite reviews, as the capacity to conduct such reviews is dependent upon an adjunct reviewer pool being in place.

11. OBJECTIVE

Finalize revisions to the protocol (instrument used in conducting quality service reviews), which will also include a training guide and perhaps other working papers.

This objective continues in effect. A field test version of the protocol has been used by state review teams and all county QA committees since July 2005. Final edits have been submitted with a set of revisions that should complete this project. There are other, protocol-related instruments or resources that need to be finalized as well, such as the advance packet for worker completion (prior to the QSR being conducted) and a resource guide for reviewers.

12. OBJECTIVE

Maintain the QA Guide, in terms of providing necessary updates, additions and revisions.

This objective remains in effect. There is a need to update the QA Guide. At this point, work on this project has been initiated with the establishment of a QA Guide workgroup.

13. OBJECTIVE

Serve as a liaison with the state QA Committee through supporting their functions, provision of information, etc.

This objective continues in effect.

2. Policy

Policy Long Range Goals 2005-2009

To develop and maintain comprehensive, clear, concise child welfare policy and procedures which facilitate and support best practice for families served by the Department while complying with federal and state mandates. Develop a process whereby all policies can be reviewed on a regular basis.

- 1. In the next five years (2005-2009) the principal goal will be to maintain policies with up to date revisions.** Since 2002 the Office of Child Welfare Policy (OCWP) has developed or assisted in developing and publishing to counties about thirty policies or revisions to existing policies. OCWP has developed policies required by the R. C. Consent Decree, the Program Improvement Plan (PIP), and state and federal legislation. Having completed these policies, OCWP can now set a goal of having policies up to date and make necessary revisions in a timely manner. Clear concise child welfare policy and procedures that facilitate and support best practice for Alabama's families, continues to be a goal.

OBJECTIVES FOR 2006 –2007

1. OBJECTIVE

Complete Policy Revisions.

- Completion of the *Out-of-Home Policies and Procedures*. This is a formidable undertaking and will involve pulling together current policies, developing new policies and revising other policies. Meetings have been held with the Child Welfare Group to develop a framework for this. A workgroup consisting of county staff, stakeholders, state office staff is being created. Timelines were set to have a draft in place by July 30, 2005.

The first draft of *Out-of-Home Policies and Procedures* was completed and released by OCWP in August 2005 and was not well received by the county directors because of its length. The work has continued and has been formatted into fourteen soft copy documents that together will become the *Out-of-Home Policies and Procedures*. During 2005-2006, OCWP had meetings with the State Department of Education, Public Health Department, Alabama Medicaid, DHR's Child Support Enforcement Division, DHR's Office of Auditing and other Family Services Offices to obtain information to complete this work. Presently, the final draft is being reviewed by SDHR administration before the second draft is released by OCWP to county directors for comment.

- Completion of the *Indian Child Welfare Policies and Procedures (ICWA)*. The draft of this needs to be reviewed by state office staff and released for comment.

In late 2005, an administrative decision was made to delay the release of the draft of the ICWA policies. The plan for 2006 is to send the draft to the representative for the Poarch Creek Indians for review and release following that.

- Issuance of the Transitional Living Program Requirements. The Administrative Procedures Act (APA) requirements are needed.

In 2005 the APA function was placed with the Department's newly created Policy, Planning and Research Office (PPR) located in the Legal Division. Personnel from the Office of Child Welfare Policy were transferred to that office. PPR is developing the APA, while the Office of Child Welfare Policy is revising the flow of the policy document. The Independent Living Program is reviewing this policy before finalizing the APA. Release date is summer 2006.

- Visiting policy is being incorporated in the Out-of-home Care Policies and Procedures. A section on maintaining connections related to children in out-of-home care and a section on meaningful worker contacts is planned.

The *Out-of-Home Care Policies and Procedures* first draft has been released by the Office of Child Welfare Policy to the County Directors. The R.C. Visiting policies have been incorporated into this.

- Transfer of Cases policy will be revised to reflect the automated changes that ASSIST implementation brought about and will be completed following PIP requirements

This objective will be continued.

- Continuous CPS revisions will be needed.

In the last year, Family Services has been working to finalize a Safety Assessment policy that will be incorporated into the Child Protective Services Policy and Procedures. This work will pull together in one section all requirements

for maintaining children's safety. The QA Policy Subcommittee comprised of several family court judges has endorsed this work. It has been reviewed by county directors and will be released summer of 2006.

Other CPS revisions under way includes (1) use of digital cameras in CA/N investigations; (2) clarification of expungement of CA/N reports from the Central Registry; (3) updating automated referral to Alabama Early Intervention Services for children under 36 months with indicated reports; (4) requiring therapists to use the Department's definition of "emotional abuse."

2. OBJECTIVE

Automation of Policy continues to be a goal for OCWP. Two automated avenues for policy releases are utilized, a local area network (shared drive) and online policy in ASSIST. The goal is to train counties on the use of automated policy while recognizing that hard copy policies are actually the working policy documents for counties.

During 2004 and 2005, considerable work has been done to create a method whereby counties will have one place to go for electronic policies for Family Services and one format for those policies. OCWP reviewed all policies on the On Line documents and, working with ASSIST staff, assured that only current policies are on the electronic system. A survey of county departments found that Word Format documents was preferred over the Policy Help in On Line Documents and ASSIST Web. The Policy Help function was removed; all documents on the On Line Documents are accurate; and the county departments have been notified that there is one electronic source for policies and one format for policies.

This will no longer be an objective for OCWP however, because the function of distribution of the Department's policies has been placed in the newly created Office of Policy, Planning & Research (PPR) located in the Legal Division. Any office in Family Services may submit releases to PPR and that office maintains a record of all releases.

3. OBJECTIVE

Develop a system that will meet the counties' need for policies to be better organized with easy and quick access.

Through work with the National Resource Center for Organizational Improvement a framework for organizing policies into an easy to follow format was developed. This will incorporate existing policies and allow for new policies to be included as they are written. This work was done in close coordination with the County Directors' Family Services Advisory Committee. Since some of the policy functions are now handled by the Office of Policy, Planning, and Research, coordination is being done within the new state office organization as well. Reaction from county representatives has been very positive regarding this project.

In 2005 the Family Services Division underwent new management and work with the National Resource Center and the County Director's Family Services Advisory Committee was curtailed. The agreed upon policy framework is being maintained by the OCWP. The PPR Office organizes the department's policies in the electronic system.

4. OBJECTIVE

Update and maintain the Administrative Procedures Manual (APA). The APA is used as a means of providing to the public the policies of the Department. OCWP's goal is to have this up to date in all program areas within the next five years.

The objective will no longer be maintained by OCWP since this function has been transferred to the Office of Policy, Planning, and Research in the Legal Division. OCWP will work with this PPR to complete APA requirements. In 2006, PPR trained Family Services managers in completing required APA revisions. Each program area of Family Services is responsible for the APA for that program area.

5. OBJECTIVE

Develop a method of periodically reviewing various policies.

This is being dropped and replaced with a goal of revise policies as needed.

6. OBJECTIVE

Develop a viable process to evaluate the effectiveness of policy. In as much as federal and state laws allow, policy should provide a framework for best practice to occur. The evaluation of policy will result in changes to bring about best practice. Progress has been made, but more work is needed. Since PIP and R. C. Consent Decree policies have been completed, OCWP can devote more time to policy evaluation. Policy compliance by county departments in an aspect of policy evaluation; however, the evaluation will address the reason for non-compliance as it relates to needed revisions. The goal is to evaluate policy nine months after the effective date and twelve months after the first revision.

In 2004 the Policy Development Protocol was revised to include a more thorough review of revised policies and new policies. All county directors and members of the Quality Assurance Policy Subcommittee are given an opportunity to comment on new and revised policies before they are finalized. Additionally, an evaluation of policies section in the revised Protocol provides

that policies be monitored during the first six months of release.

We will continue this objective pending administrative decisions.

7. OBJECTIVE

Train policy. OCWP will advocate for a plan for policy developers and program staff to have more involvement in the training of policies to assure that counties understand the issues that surround the final policy. The plan will include policy developers and program staff as trainers of policy who are familiar with what the policy is, why the policy exists and the issues that were resolved in developing the policy. OCWP supports basic policy training done by program and policy staff that has a wide range knowledge base, including experience in the counties. The Department has learned that the Train the Trainer approach does not get outcomes, i. e. line staff at the counties do not get trained. OCWP advocates that supervisors and workers in the counties receive policy training provided by State Office program and policy staff.

The training of policy is a commendable goal and will be continued for 2005-2009. In 2005 pilot training was developed for the Comprehensive Family Assessment (CFA) and Individualized Service Plan (ISP) Documentation. After evaluating the pilot it was decided that the training will be expanded to include the practice of completing CFAs and ISPs. This will be transferred to the Office of Child Welfare Consultation to take the lead in developing.

OCWP will continue to advocate for training of county child welfare staff on child welfare policies.

3. Office of Child Welfare Training

LONG RANGE GOALS FY 2005-2009

1. **In the next five years (2005-2009) the principal goal will be to maintain up-to-date training that reflects current trends in best practice.** The Office of Child Welfare training has made tremendous progress toward becoming a self-sufficient training center. Whereas, in the past, our agency would have to contract out for updates and new training programs, today our office conducts research, organizes workgroups, partners with other agencies, and develops and writes the curriculum needed to meet the needs our agency. This has enabled us to meet our goals of our Program Improvement Plan (PIP) in a timely manner.
2. **Continue to look at alternative methods of training.** Experiential training based on the adult learning model:

Information -> Model -> Practice -> Feedback

Will continue to be the major form of training provided by the Office of Child Welfare Training. Whereas it is understood that the true "training" takes place in the field, FSD will continue to look for ways to enhance/support the skills learned in the training room. The On-the-Job Training (OJT) component that is in ACT I, is very successful when followed through in the county. The OJT gives the supervisor a chance to learn the baseline skills of the child welfare workers and gives a starting point for the supervisor/worker relationship by providing feedback opportunities throughout ACT and even beyond, when the classroom training has ended.

An OJT component was added in the new Supervisors Training that continues to develop the role of the supervisor as coach/mentor/trainer for the workers in their units.

The training team will continue to work individually with the county offices by going in to one county per ACT I session and modeling the OJT process for the supervisors.

Additionally, other forms of training to support the core trainings provided by ACT, ACT II, and GPS will be evaluated. Some forms, such as videotapes and PowerPoint presentations have been used in the past to augment some of the training. This can be very effective at supplementing the skills based training that is done in ACT with policy and procedures that can be put into a PowerPoint presentation that workers can access anytime back in the office.

3. **Continue to work with other offices regarding the consistency of the delivery of messages to the county staff.** As FSD continues to refine and work toward successful outcomes with families- trends, skills, and procedures change over time. It is important that OCWT remains up-to-date on the most current best practice methods. As these methods are developed, it is equally important that staff learn together so that the messages that the Office of Child Welfare Training is promoting are the same messages from the other offices in FSD. As work groups are developed to refine/update our training, the different offices will be included so that they can give feedback and be present to hear the updates. We will continue to also invite other State Office personnel to the trainings that OCWT offers. In addition, OCWT will continue to partner with our other offices in the delivery of other trainings (such as policy, procedure, consultation, etc.).

4. **Refine the automation of statistics for training.** The Office of Child Welfare Training will continue to refine the automation of training by using the Pathlore program (or similar program if a better program becomes available in the future) to organize

the trainings offered throughout the year as well as keep track of who is completing the trainings. Whereas, in the past, our automation of the statistics of our trainings has been crude and hit-or-miss, the past few years OCWT has worked to pull our training program into the electronic age. OCWT advocated purchasing the Pathlore program to use for this purpose and have been using the last two years to enter data from past trainings. This has enabled us to get a more complete picture as to how training is offered and how OCWT can purposefully chart our calendar for upcoming trainings.

OBJECTIVES FOR FY 2006

Because the Office of Child Welfare Training has fluctuated in the numbers of trainers available, it has had to prioritize the training that is offered. There are currently 9 trainings that are offered to the Child Welfare workers and Supervisors of the 67 counties. With 9 full-time trainers who also research and write curriculum, the objectives for providing training are as follows:

1. OBJECTIVE

Continue to support the new workers by providing ACT I within three months of their employment.

Bi-weekly hiring reports show that about 30 new workers are hired in the county each month. This translates into about 1 ½ ACT I groups being hired each month, or 18 ACT I groups per year. OCWT is currently able to offer 12 ACT I sessions a year.

2. OBJECTIVE

Continue to offer ACT II sessions that relate to the immediate needs within the counties.

ACT II trainings are geared toward more specialized, advanced learning. As issues have developed in the

counties, such as crystal meth, new supervisors, speedy permanence of children, OCWT has been able to offer trainings that help the county staff deal more effectively with these issues. Because there are so many new supervisors in the counties, OCWT is training more of the new Supervisor's Training to help give the supervisors the tools needed to help coach and mentor the child welfare workers toward positive outcomes with their families.

3. OBJECTIVE

Refine the delivery of training to minimize the cost while maximizing the learning experience for the participants.

For about two years training had been scheduled in regions close to the participant's bases instead of having our sessions at central locations. There have been gains with this model and there have been some losses.

Some of the gains include:

- less distance for the participants to have to travel
- less cost to the state because there is less mileage and per diem filed
- participant satisfaction by having the training closer to their base and home

Some of the losses include:

- smaller class sizes because the pool of eligible participants is smaller
- more classes being postponed because of lack of participants being able to come
- less of a mix of different counties to network with each other

- huge credit card bills for our trainers who are having to travel to almost every training (as well as time away from home)
- loss of flexibility in being able to offer the counties the trainings they need because of not having enough participants.

These are some of the figures from training for the last two complete years.

2004

ACT I = **222** persons
 Child Sexual Abuse = **0**
 Deciding Together = **36**
 CPS = **37**
 Substance Abuse = **68**
 GPS = **84**
 Supervisor's Training = **39**
 Concurrent Perm. Planning = **109**

2005

ACT I = **164** persons
 Child Sexual Abuse = **31**
 Deciding Together = **49**
 CPS = **39**
 Substance Abuse = **49**
 GPS = **65**
 Supervisor's Training = **24**
 Concurrent Perm. Plan. = **57**

With a number of the training sessions, especially with ACT I, the numbers were dropping sharply.

OCWT continued to provide the regional training for the majority of our training, but also began offering some training at our traditional sites when there were not enough participants to support a regional group.

OCWT has been able to give the counties more flexibility in their choices for training by having a "hybrid" system of regional trainings, and centralized trainings.

As the time gets closer to exiting the court proceedings of the Consent Decree, as well as having met goals in our

CFSR PIP, it is important that it is established that DHR is not only able to support staff with training that meets their needs to be competent to perform best practice, but also DHR needs to be able to offer our training in a timely manner that provides for the flexibility of staff to be able to attend. OCWT feels that by adjusting our system in the way discussed above, we have been able to do this.

4. Data Analysis Long Range Goals 2005-2009

Family Services will continue its support of development of Alabama's SAWCIS through active participation in requirements identification, testing, training, etc. SACWIS development is the responsibility of the ASSIST Team which reports to the Deputy Commissioner, Children and Family Services. The State has released an RFP and is in the process of bringing a vendor on board to complete the SAWCIS project. Work will also continue in identifying data needs from legacy systems and working with other divisions/offices to coordinate required system changes and data reports. Family Services made significant progress in enhancing its use of data. Recognizing continuing data needs, a process was developed to coordinate programming requests according to priority. A number of other program offices are included in this effort along with financial and technical staff. Coordination will continue with appropriate divisions/offices on efforts involving system development and use of data.

1. GOAL

To support development and implementation of an automated SACWIS system (ASSIST) capable of meeting Federal and State reporting requirements, as well as compliance with the R.C. vs. Walley Consent Decree.

1. OBJECTIVE

Provide program input and support to the ASSIST Project Team as it develops a simple, accessible, user friendly, worker-driven system to handle all aspects of case management.

Family Services staff have participated in activities such as risk mitigation planning and requirements analysis as DHR released an RFP for an implementation contractor to complete a working SACWIS system within an approximate two year time period. The State is currently in the process of evaluating the proposals received and anticipates a vendor will be on board by the end of October 2006.

2. GOAL

Provide consultation and technical assistance for legacy child welfare systems.

1. OBJECTIVE

Revise the ACWIS and FSS Systems Users manuals to reflect current system functionality.

This goal has been accomplished.

2. OBJECTIVE

Support the Office of Quality Assurance in their efforts of quality review of family and children's services to ensure consistency with federal review process and meet the requirements of the R.C. Consent Decree.

The office continues to provide County Data Profiles and Quarterly and Annual Statewide QA reports as well as

maintain the database of measurement mechanisms for State QA case reviews.

3. OBJECTIVE

Support all other Family Services offices, as well as county staff, in their self-assessment process by gathering, compiling, analyzing and reporting on county specific and/or Statewide permanency, safety, and well being data.

Establishment of county data thresholds and a statewide report card for safety and permanency data needs as well as child and system performance outcome measures provides an alert to state and county staff identifying specific components of the program area which should be reviewed and a corrective action plan put into place.

4. OBJECTIVE

Maintain a database on child deaths due to maltreatment and if services have been provided to the family within the past 12 months.

In conjunction with the Office of Child Protective Services data on child deaths is collected through County Child Death Reviews. An ACCESS database has been developed and is being maintained which provides a history back to 1997 of child deaths.

5. Office of Child Welfare Consultation

Child Welfare Consultation Long Range Goals 2005-2009

1. GOAL

To provide strong consistent onsite consultation to all sixty-seven counties to develop and stabilize their infrastructure and maintain a child welfare system that supports best practice. To incorporate standards from the Federal Child and Family Services Reviews, goals from the APSR, and achieve completion on the Federal Program Improvement Plan into practice so that all of Alabama's children and families can experience positive outcomes when involved with the Department.

1. OBJECTIVE

Provide guidance and assistance to child welfare staff in counties to enable them to assist children and families to achieve positive outcomes by working within the framework of a System of Care. This involves maintenance of casework practice and systems usage at a higher level of performance to incorporate standards of best practice and standards from the Federal Child and Family Services Reviews. A consultant is assigned to each county with each consultant having two to six counties (five consultants are assigned to Jefferson County due to size and unique county issues) to provide onsite support and guide them in the change process. This includes but is not limited to: assist in developing strong child welfare practice as expressed by the 51 indicators assessed in Quality Assurance Reviews and by the Federal Child and Family Services Reviews; assessment of data, outcomes, and system indicators; engaging counties in self-assessment of their systems; coach and model best practice in the areas of safety, permanency, and well-being to assure best outcomes; teach and train policy and practice; increase counties' capacity in working with foster youth to achieve the skills and education necessary to live productively as

adults; provide coaching, modeling, and feedback to increase counties ability to support productive ISP development and family engagement; and support counties in organizational and strategic planning. Provide case consultation, training, and other assistance through onsite consultation to ensure that the level of practice and performance is sustained. Support counties in making placement of children in least restrictive placements and concurring with more restrictive placements. The Office of Child Welfare Consultation has completed the following steps:

- Reduced residential placements through consultant support and planning at the county level
- Track and support counties to step children down to less restrictive placements or return to their own home
- Selected a tool to look at matching children to appropriate placements, the MAT and trained consultants to use the tool in evaluating placements.

2. GOAL

To provide consultation to strengthen practice and improve resources to achieve better outcomes for children who have serious emotional and behavior disturbances that impair their ability to function in home, school, and community.

1. OBJECTIVE

The Office of Child Welfare Consultation provides onsite consultation to counties regarding practice guidelines; increased capacity in counties to serve these children; gate keeping procedures for placement in restrictive settings; quality assurance monitoring; closer

collaboration with treatment programs; and gathering information on treatment outcomes.

2. OBJECTIVE

Assure training on mental health issues for SEBD children to increase capacity in consultant staff who will provide training, coaching, and modeling to county staff to increase their capacity to serve these children and improve outcomes.

OCWC staff have recently completed training for staff in the last region in their series of statewide training programs. OCWC staff partnered with Mental Health Department staff in approximately thirty sessions in the Department of Mental Health catchment areas. In addition, see numbers 4 and 5. Another session of regional training regarding childhood trauma will begin in the fall of 2006.

3. OBJECTIVE

Work with the Office of Resource Development and Management, now the Office of Resource Management, to ensure SEBD children are included in the service array mix development.

OCWC partnered with the Office of Resource Management to provide the Behavioral Analyst Program that is currently piloting in Lee County. It provides in-house intervention for children in their own homes, in foster care, and/or adoptive homes. Its focus is to maintain the child's placement by addressing behaviors. Two Behavioral Analyst will begin work in the Montgomery County office in September 2006.

4. OBJECTIVE

Develop joint regional training between DHR and DMH/MR to address mental health assessment, diagnosis, and treatment of SEBD children.

Office of Child Welfare Consultation staff regularly serve on committees and workgroups with DMH/MR and are currently participating on a DMH/MR workgroup toward this objective.

OCWC worked with local Departments of Mental Health, 310 Board, to increase their capacity to serve SEBD children and to form partnerships with local DHR offices. While participating in workgroups with Mental Health staff, OCWC has also addressed issues related to brain trauma, and the development of services for this target group. Also, see Behavioral Analyst Program in #3 and #6. A new session of training regarding childhood trauma will begin in the fall of 2006. This training will target SEBD children and networking with local mental health agencies.

5. OBJECTIVE

Increase the ability of counties to provide effective behavior management plans with the families they serve, by increased access to expertise, training, and consultation.

OCWC worked with Richard Keck, M.D., psychiatrist, on methods of addressing reactive detachment disorder. In addition two training meetings of one week each were conducted in Birmingham for twelve therapists from around the state. Also, Dr. Keck worked with all OCWC consultants on methods of identifying and selecting

appropriate resources of provision of services to SEBD and other children. See updates for objectives 2, 4, and 6 as well. The information and skills attained through this training are being shared with the counties. Several therapists have received training to improve services to families in their communities.

6. OBJECTIVE

Increase county capacity to serve SEBD children by incorporating training in behavior management with children into the ACT training curriculums and specialized training.

OCWC participated in workgroups and partnered with Office of Child Welfare Training staff to revise the Underlying Conditions curriculum. A session on SEBD Children and Behavior Management was incorporated in the Underlying Conditions curriculum and this training was piloted in February 2005. It is now a regular part of the ACT curricula and specialized training.

6. Office of Child Welfare Eligibility

Child Welfare Eligibility Long Range Goals 2005-2009

1. GOAL

Meet the requirements of the Federal Review and any resulting PIP activities/goals. (See current IV-E PIP and reports.)

As part of preparation activities for the July 2006 federal IV-E Review, juvenile court judges were notified of the Review and notation was made of the accomplishments (particularly in terms of increased federal funding) as a result of their efforts in

conjunction with most recent IV-E PIP. Including an interface with the AOC data system in the ASSIST (SACWIS) RFP is a further step toward continuous improvement in areas cited in the PIP. In this planning, other improvements (such as scanning of documents to provide electronic access) were discussed. The addition of Judges' initials to one of the permanency reports (effective August 06) will enhance the usefulness of this tracking tool. Training of new judges regarding these issues is being planned for the next fiscal year. Although there has been significant improvement in wording in court orders, consistent timeliness of hearings is still of concern. Another strategy that has been identified is to target specific geographic areas and, in conjunction with county departments, to talk individually with judges regarding issues in their locale. AOC Training for Guardians Ad Litem is addressing timeframes for permanency.

2. GOAL

Summary of IV-E PIP Activities:

The Office of Child Welfare Eligibility has completed the steps outlined in the Title IV-E PIP resulting from the last federal review related to court order language and timing. Actions completed related to this finding include:

- Provide training for juvenile and family court judges, DHR attorneys, GALs, and DHR County Directors and supervisors.
- Provide electronic copies of revised sample court orders to juvenile and family judges and attorneys representing DHR.
- Review of court orders on 95% of open Title IV-E cases where children have been in care for 12 months or longer as of the run date of the report, November 19, 2003.

- Provide quarterly reports on denials for court order related reasons to county DHR staff and to the Alabama AOC for distribution to juvenile and family court judges.
- Issue policy reminding DHR staff of ASFA appropriate permanency goals.
- Issue an Administrative Letter regarding time frames and language needed for court orders, including corrective action needed.
- Conduct meetings with selected judges, County Directors, AOC, and SDHR staff regarding the impact of court activity in identified counties.
- Develop an automated report of permanency hearings due to be used by SDHR Child Welfare Eligibility staff for follow up with county staff.

The second area needing improvement related to placement of children in a fully licensed home or facility and criminal record checks. Actions completed related to this finding include:

- Rescind policy allowing provisional approval without satisfactory documentation of criminal record checks.
- Complete a 100% review of homes approved on or after 11/1/2000 to ensure compliance with safety checks. Develop a monitoring mechanism for compliance with criminal history checks.
- Implement and notify county departments of new ACWIS coding for homes approved and safety checks/hard copies are pending receipt. Provisional homes will have special coding to denote a non-IV-E reimbursable facility.
- Complete a report to track changes in providers' status that will result in eligibility or ineligibility.
- Add two fields to ACWIS Provider Subsystem to indicate receipt of ABI and FBI clearances and notify counties of this change.

The third area needing improvement was eligibility for AFDC at removal. The action step completed related to this finding is:

- A programming request was made to identify cases that may be coded incorrectly and take corrective action.

7. Office of Financial Resource Management

OFRM Long Range Goals 2005 – 2009

1. Goal

Provide Medicaid Rehab and STAC Training as needed.

For FY06, Medicaid Rehab and STAC training will be provided on an as needed basis for individual county offices.

- STAC training was halted temporarily during FY05 due to budget constraints; however, from July – September 2005, a total of 23 individuals were provided STAC training. In FY06, from October 2005 through March 2006, a total of 366 individuals have received STAC training in a classroom environment.
- Medicaid Rehab training was provided to 183 individuals during FY05. So far for FY06, (October 2005 – March 2006) a total of 200 individuals have received classroom instructions.
- During FY06, OFRM provided training on Medicaid Rehab policies and documentation requirements to 27 contract workers hired to complete the MAT for DHR children placed in Therapeutic Foster Care.
- For FY06 (from October 05 – March 06), training was provided for 133 individuals hired by state contract providers of Residential and Therapeutic Foster Care services. Seventeen (17) record reviews have been completed on-site with contract providers.

Work has been completed and is currently in the county review process for updated Vendor Certification Policy. Administrative Letter 7170, dated September 8, 2005 transmitted the new Vendor Provider Certification Manual to county offices.

OFRM staff developed material on Medicaid Rehab Services participated in ISP pilot training.

Work has been completed on Core Services Fact Sheet for county staff to use when authorizing Medicaid Rehab services. A form was developed and distributed at the statewide Flex Fund training meeting. The new form will be updated and distributed with the new contracts for FY07.

In December 2005 the department moved to a classroom TCM training curriculum for Family Services and Adult Protective Services staff. This program has been authorized by the Medicaid Agency and includes a testing component. During FY05, 152 county social workers passed an Online TCM certification test. Thirty-five (35) social workers passed the Online test between October and November 2005. From December 2005 through March 2006, 264 social workers attended classroom training and passed the certification test.

2. Goal

Help ensure that eligible children are certified for Medicaid.

OFRM staff works a kick-out report each month for children who are not found to be Medicaid eligible when the TCM billing file is being submitted. For children who have been entered into the system with a system assigned temporary SSN, the Medicaid system is checked to see if the child has an existing Medicaid number. If one is found the worker is requested to update the DHR systems with the correct information. If a child is not found

on the Medicaid system, we check to see if the county worker has filed the IV-E application. If not, an e-mail is sent to the worker asking about the IV-E process. If the child is not expected to be eligible for IV-E, a request is made to ensure that a SOBRA Medicaid application is submitted for the child. This activity is limited due to a lack of current staff; however, work was completed between January and March 2006 on a special retroactive project.

3. Goal

Develop strategies to streamline work processes in counties.

OFRM has participated in work groups with State and County staff to identify county needs and update the Comprehensive Family Assessment (CFA) which includes data needed for the Medicaid Rehab Assessment and the Individualized Case Plan which is used to authorize needed Medicaid Rehab services and to identify goals and needs for TCM services. County Directors were notified on February 28, 2006 that completion of the CFA was optional.

VI. ASSURANCES

See Consolidated Child and Family Services Five Year Plan (2004-2009) for signed copies of required Assurances.

VII. FINANCIAL REPORT
CFS 101

**CFS-101, Part I: Annual Budget Request For Title IV-B, Subpart 1 & 2 Funds, CAPTA, Chafee Foster Care Independence Program (CFCIP) and Education and Training Vouchers (ETV):
Fiscal Year 2006, October 1, 2005_ through September 30, 2006_**

1. State or ITO: Alabama	2. EIN: 63-6000619-A6
3. Address: Alabama Department of Human Resources 50 Ripley Street Montgomery, Alabama 36130	4. Submission: [] New [X] Revision
5. Estimated Federal title IV-B, Subpart 1 Funds.	\$ 5,130,322
6. Total Estimated Federal title IV-B, Subpart 2 Funds. (This amount should equal the sum of lines a - f.)	\$ 8,232,597
a) Total Family Preservation Services.	\$ 2,058,149
b) Total Family Support Services.	\$ 2,469,779
c) Total Time-Limited Family Reunification Services.	\$ 2,058,149
d) Total Adoption Promotion and Support Services.	\$ 1,646,520
e) Total for Other Service Related Activities (e.g. planning).	\$ 0
f) Total Administration (not to exceed 10% of estimated allotment).	\$ 0
7. Re-allotment of Title IV-B, Subpart 2 funds for State and Indian Tribal Organizations	
a) Indicate the amount of the State's/Tribe's allotment that will not be required to carry out the Promoting Safe and Stable Families program. \$ 0	
b) If additional funds become available to States and ITOs, specify the amount of additional funds the State or Tribes is requesting. \$ 500,000	
8. Child Abuse Prevention and Treatment Act (CAPTA) State Grant (no State match required)	
Estimated Amount \$ 440,239, plus additional allocation, as available.	
9. Estimated Chafee Foster Care Independence Program (CFCIP) funds.	\$ 1,631,326
10. Estimated Education and Training Voucher (ETV) funds.	\$ 561,290
11. Re-allotment of CFCIP and ETV Program Funds:	
a) Indicate the amount of the State's allotment that will not be required to carry out CFCIP \$ 0	
b) Indicate the amount of the State's allotment that will not be required to carry out ETV \$ 0	
c) If additional funds become available to States, specify the amount of additional funds the State is requesting for CFCIP \$ 0 for ETV program \$ 0	
12. Certification by State Agency and/or Indian Tribal Organization. The State agency or Indian Tribe submits the above estimates and request for funds under title IV-B, subpart 1 and/or 2, of the Social Security Act, CAPTA State Grant, CFCIP and ETV programs, and agrees that expenditures will be made in accordance with the Child and Family Services Plan, which has been jointly developed with and approved by, the ACF Regional Office, for the Fiscal Year ending September 30.	
Signature and Title of State/Tribal Agency Official <i>Page B. Waller, Ph.D., Commissioner</i>	Signature and Title of Regional Office Official
Date March 17, 2006	Date <i>3/20/06</i>

For FFY OCTOBER_06 TO SEPTEMBER 30_07_

State or IT ALABAMA

SERVICES/ACTIVITIES	TITLE IV-B		(c) CAPTA*	(d) CFCIP* including ETV	(e) TITLE IV-E	(f) TITLE XX (SBBG)	(g) TITLE IV-A (TANF)	(h) Title XIX (Medicaid)	(i) Other Fed Prog	(j) State Local Donated Funds	(k) NUMBER TO BE SERVED [X] Families [] Individuals	(l) POP. TO BE SERVED	(m) GEOG. AREA TO BE SERVED
	(a) I-CWS	(b) IL-PSSF											
1) PREVENTION & SUPPORT SERVICES (FAMILY SUPPORT)	0	2,013	0	10,457	0	0	0	0	0	1,034	8723 families 138,020 individuals	Children & Families at risk and other eligible clients	12 Counties
2) PROTECTIVE SERVICES	1,827		450	10,571	6,525	0	0	160 (eja)	0	40,255	6025 mo. Avg.	Reports of abused/neglected	Statewide
3) CRISIS INTERVENTION (FAMILY PRESERVATION)	0	2,415	0	10,714	0	0	0	0	0	6,942	854 families	Families at imminent risk of placement	Statewide/Reservation
(A) REPLACEMENT PREVENTION	0	(cannot be)	0	0	2,063	0	0	0	0	0	--	All children in foster care	Statewide/Reservation
(B) REUNIFICATION SERVICES	0	Separat-ed)	0	0	1,257	0	0	0	0	0	--	All children in foster care	Statewide/Reservation
4) TIME-LIMITED FAMILY REUNIFICATION SERVICES	0	2,012	0	0	0	0	0	0	0	973	340 families	Families w/children returning home following placement	Statewide/Reservation
5) ADOPTION PROMOTION AND SUPPORT SERVICES	0	1,610		0	0	0	0	376 (Adop Inc)	0	2,779	708 families	All eligible children	Statewide/Reservation
6) FOSTER CARE MAINTENANCE: (A) FOSTER FAMILY & RELATIVE FOSTER CARE	1,173			5,346	0	0	0	0	0	10,640	4548 monthly average	Eligible Children under 21 years	Statewide/Reservation
(B) GROUP/INST CARE	0			788	9,619	0	0	0	0	356	890 monthly average	Elig. Children requiring treat.	Statewide
7) ADOPTION SUBSIDY PMTS.	0			5,837						6,684	2378 monthly average	All eligible children	Statewide/Reservation
8) INDEPENDENT LIVING SERVICES	0	0	2,070	0						517			
9) ADMIN & MGMT	2,127	0		20,877						40,088			
10) STAFF TRAINING	0	0	0	1,891	0	0	0	0	100 (CJA)	3,164			
11) FOSTER PARENT RECRUITMENT & TRAINING	3		0	394	0	0	0	0	0	2,632			
12) ADOPTIVE PARENT RECRUITMENT & TRAINING	0		0	394	0	0	0	0	0	2,631			
13) CHILD CARE RELATED TO EMPLOYMENT/TRAINING	0			0						18,783	13,500	All eligible children	Statewide/Reservation
14) TOTAL	5,130	8,050	450	31,742	19,463	0 (2)	0 (2)	73,136	72,500	137,615			

- States Only, Indian Tribes are not required to include information on these programs

Footnotes:

- (1) The Alabama Department of Human Resources plans to spend \$10.6 million more on child welfare type services that are not identified as a category on this report.
- (2) The Alabama Department of Human Resources has Medicaid expenses that do not fall into any of the categories on this report. We spend \$32 million in Targeted Case Management Services for Children and \$61 million in Rehab Services for Children.

APPENDICES

APPENDIX 1
Family Assistance Division

FAMILY ASSISTANCE DIVISION

The Family Assistance Division manages programs pursuant to the Temporary Assistance to Needy Families (TANF) Block Grant.

The Family Assistance Benefit - Alabama's cash assistance caseload has been reduced by 52% since the passage of federal welfare reform legislation in 1996. Currently, there are about 19,374 families on TANF cash assistance (Family Assistance) in Alabama. This represents about 37,000 children and 12,000 adults. For the past 12 months the caseload in Alabama has remained fairly level with a slight downward trend.

The Kinshare Program - The Kinship Care Program, known as Kinshare and funded with TANF dollars, is a partnership between the Family Assistance and Family Services Divisions. This program provides important benefits to relatives at or below 200% of poverty who are caring for a related child in their homes. The program provides services when children are at risk of foster care placement or when services are needed in order to stabilize an existing placement with the non-parent relative. From October 2005 through March 2006 there was a monthly average of 303 cases serving 550 children.

Alabama Fatherhood Initiative - The foundation of the Alabama Fatherhood Initiative (AFI) is over 30 projects statewide that are funded through a partnership with the Children's Trust Fund that provide a variety of services to fathers, and young males who are not yet parents. AFI was recently expanded to encompass these groups and others to form a network of public, private, non-profit, and faith-based organizations that work together to help non-custodial fathers develop positive relationships with their children and to enhance their ability to support their children by providing counseling, education, and employment opportunities. The program allows fathers who are unemployed or unskilled and desire self-improvement to receive short-term (12 weeks) training through the adult education and skills training divisions at select two-year colleges. Funding for the tuition will be provided with dollars from the Department of Labor, Workforce Investment Act and TANF.

Domestic Violence Intervention - DHR contracts with the Alabama Coalition Against Domestic Violence to provide services to TANF-eligible clients who may be victims of domestic violence. Services are provided statewide under a program known as the

Special Assessment, Intervention, and Liaison (SAIL) Project. Most county DHR offices are served onsite by a Domestic Violence Specialist who conducts assessments, provides counseling, and assists with safety planning. Services are available as needed to all counties that do not have an onsite Domestic Violence Specialist. For the first seven months of FY 2006, there have been 1958 families referred to SAIL, with an average of 333 families receiving services each month.

APPENDIX 2
ASPR 2006 Focus Group Participants

IV-B Focus Group Participants Meeting on 4/20/06

Safety Sub-group

Lead - Program Manager, SDHR, Office of Protective Services/Administrative Record Review
Program Director, Family Sunshine Center
Division Director, Child Abuse and Neglect Prevention Board
Nurse, Alabama Department of Public Health
Contract Manager, Troy University (Children's Justice Task Force Coordinator)
Interim Director, Jefferson Co. DHR
Program Manager, Office of Child Welfare Policy
Program Specialist, Office of Protective Services/Administrative Record Review
Service Supervisor, Chambers Co. DHR

Permanency and ILP Sub-group

Lead - Program Manager, SDHR, Office of Adoption
Co-Lead - Child Welfare Administrator, Jefferson Co. DHR
Co-Lead - Assistant Director, Talladega Co. DHR
Co-lead - Program Supervisor, SDHR, Office of Foster Care
Coordinator, AdoptUSKids and Foster/Adoptive Parent
Program Manager, SDHR, Office on Interstate Compact on Placement of Children
Program Supervisor, SDHR, Office of Child Welfare Eligibility
Assistant Program Director, Brantwood Children's Home
President, Alabama Foster and Adoptive Parent Association
Executive Director, Lee County Youth Development Center
Program Director, APAC
Supervisor, Alabama Department of Rehabilitative Services/Children's Rehabilitative
Services
Social Service Supervisor, Brantwood Children's Home

Well Being/Systems Sub-group

Lead - Program Manager, SDHR, Office of Child Welfare Consultation
Co-Lead - Program Supervisor, SDHR, Office of Child Welfare Consultation
Co-Lead - Director, Lowndes Co. DHR
Program Manager, SDHR, Office of Child Welfare Training
Program Manager, SDHR, Office of Financial Resource Management
Program Manager, SDHR, Office of Quality Assurance
Executive Director, Social Services, Poarch Band of Creek Indians
Medicaid Administrator, Alabama Medicaid Agency
Medicaid Administrator, Alabama Medicaid Agency
Nurse Analyst, Alabama Medicaid Agency
Director, Multi Needs Committee
Director, Child Health Insurance Program, Alabama Department of Public Health

APPENDIX 3
APSR 2006 FOCUS GROUP SUMMARY

**Annual Progress and Services Report
Stakeholder Focus Group
April 20, 2006
Discussion Summary**

SAFETY

Recommendations

- Increase supervisory skills in overseeing workers (mentoring, coaching, etc.) related to increasing child safety
- Consider strengthening requirements to become a supervisor in child welfare
- Explore with State Office QA possible means to better assess the effectiveness of family preservation services, (for example, types of cases in which family preservation is assessed and whether repeat maltreatment should be an indicator of effectiveness)
- Track CAN reports requiring >90 days both with cases in "suspended status" and excluding "suspended status"
- Track whether case was opened for services by DHR when looking at past DHR involvement when a child death occurs
- Child Deaths – track deaths in which DHR was involved within 6 months and within 12 months
- Track whether child death involved same person (family/family connections) as the original CAN (within 6 months or 12 months)

PERMANENCY/ILP

What's Working

- Children moving to permanency via adoption
- Improved collaboration between State adoptions, county office and regional resources.
- Creating a forum for education and communication for regional representatives
- Collaboration between AOC and DHR in moving cases towards permanency
- Mat Assessment looks 360° into child's situation and needs and is helping move these children to permanency
- ILP leaders collaborating with other states and National Resource Center, sharing ideas
- More Social Workers searching for relative resources (per ASFA) evidenced by large increase (600%) in ICPC referrals
- Availability of recruitment from AFAPA & Speakers Bureau
- ADOPT-US-KIDS using media to recruit homes for teens
- More ability of State Adoption due to more staff and resources to identify in-state families for children with no identified resource
- Heart Gallery generating interest in children with no identified home
- Permanency Conference allowed for professional growth in social workers towards permanency

Strategies

- Put the focus back on family
- Coordination between Rehabilitation Services and DHR in meeting the needs of children
- More comprehensive training for workers and supervisors
- More clarity around Criminal History problems and what exactly needs to happen
- Explore Department accessibility to NCIC
- Pursue Guardianship Legislation and increase kinship support

- Pursue continuous dialogue over caseload standards weighted with today's child welfare challenges
- Explore federal resources around working with drug influenced family; accessing National Resource Center
- State agencies collaborating around drugs and children of drug families
- Counties and State to meet with court regularly; work with AOC, Bar Assoc.
- Getting Resource Development staff supported by the system to access and create viable resources and measure outcomes (Statewide and County focus)
- State Adoption Trainer to go into counties and teach adoption progress
- Need to develop cultural understanding among all staff
- Utilize available technology to increase access to needed information
- Paperwork reduction
- Judges who won't TPR
- Lack of ICPC knowledge
- Paying legal subsidy attorneys for foster parents? Need to be direct pay to attorney
- More resources
 - Older SEBD
 - Teens
- Need to increase focus on role of Resource Development to be able to access needs and create resources — educate new staff
- Lack of knowledge of Adoption process and procedures as well as subsidy
- Easier conversion of foster parent case to an adoption resource case
- Translate more recruitment material for diverse cultures
- More collaboration on program development before implementation
- Explore tracking individual court's TPR

Challenges

- Criminal history checks take too long - barrier to both relative custody and foster parent adoptions
- Tenacity to continue working case towards permanency for children on an individual basis
- Being able to realistically define permanency for children on an individual basis
- Not working Concurrent Plan concurrently
- Lack of Kinship/Guardianship Resources
- Contingency/Crisis Planning in regard to relative placement
- Worker/Supervisor turnover
- Lack of knowledge, skills and ability around Family Preservation
- **CRYSTAL METH !**
- Lack of planned, meaningful, regular, and frequent visitation
- Cases lingering in court
 - Lack of TPR dates
 - Continuances, continuances
- Reunification shouldn't raise the bar for parents (Worker/Supervisor values, skill, and assessment)
- Ability to know and access information on identified resources
- Lack of adoptive resources – culturally diverse resources
- Lack of ILP consultants at SDHR
- Lack of staff understanding of diverse cultures
- Lack of consistency in program development
- Lack of strategy around educating judges around minimally adequate homes and family preservation

WELL BEING/SYSTEMS

Issues

- *Technology*
 - The department needs to make better use of technology - training and other areas
- Integration of Services With Other Agencies
 - The ongoing initiatives need to continue
- Need to Increase Line Supervisors' Capacity
 - Family Services will support the Service Supervisors' Association resuming activity this year
 - Regional Supervisory Training on the Assessment/ISP Process will begin in June 2006.
- Staff Turnover
 - This is an area that needs to be addressed across the state

Recommendations

- Set up regular collaboration meetings with other agencies such as Medicaid, Dept. of Youth Services, etc.
- Provide educational opportunities for consultant staff regarding Multi-Needs
- Use technology to help disseminate training via internet, etc.
- Strengthen staff capacity regarding ISP directing/driving practice
- Provide more training opportunities (hands on) for workers
- Strengthen implementation of supervisory standards
- Provide training opportunities to strengthen supervisory skills
- Provide opportunities for service supervisors to meet
- Increase efforts to keep staff and reduce turnover

APPENDIX 4
RESPONSE TO 2005 STATE QA COMMITTEE
RECOMMENDATIONS

2006 DHR Activities Related to State QA Committee 2005 Report

- State QA staff has reviewed and updated the County QA Committee Membership Rolls; there now is in place a quarterly update for this that coincides with the counties' Quarterly QA Reports.
- State QA staff continues to provide specialized training on request to county QA committees to improve their local work and add to their knowledge base.
- The State delivered to the State QA Committee the finalized Latino Special Study which included broad recommendations for improvement.
- Quarterly meetings of the Policy Sub-Committee have been held.
- The standardized check list of steps to be taken by DHR staff before TPR hearings has been incorporated into a "Social Worker Guide to Working with the Courts" for inclusion in the *Out of Home Policies and Procedures* currently in draft.
- The format of safety plans has been revised and will be released with the *Safety Assessment* policy.
- The Office of Adoption has been involved in a meeting to address the issue of barriers to foster care adoptions of special needs children.

APPENDIX 5
QA COMMITTEE REPORT 2006

STATE QUALITY ASSURANCE COMMITTEE REPORT

Throughout the year, the State Quality Assurance Committee met on a semi-monthly basis with working committees meeting alternate months. Working through standing and special subcommittees, the Committee has address the following:

- Participated in the Attorney General’s Subcommittee on Methamphetamine Task Force with a focus on the impact of methamphetamine use and manufacture on the child welfare system
- Reviewed the DHR’s proposed revision to its safety plan and safety assessment. The policy subcommittee made recommendations around safety issues related to maternal substance abuse.
- Completed a Latino special study and began the development of a long-term plan to implement the recommendations arising from the findings of the study.
- Review the reorganization of child welfare functions and the roles of units and individuals.
- Continuously monitor the status of the RC Consent Decree and associated filings and county monitoring reports.
- Review the state quality assurance process and its reports.
- Reviewed the process of the Request for Proposals for contracts, especially continuum of care proposals, and made comments and recommendations both around the content and the relationship between the Department and providers.
- Discussed the step-down process and possible concerns.
- Reviewed state codes on dependency.
- Developed a process for the review of child death reviews.
- Reviewed issues of subsidized adoptions, termination of parental rights, and child support.
- Discussed the Department budget proposal to the Governor and legislature.
- Reviewed and updated by-laws and membership in the committee.
- Reviewed data management and collection and requested updated information on types of data collected.
- Planned for a joint meeting with county DHR QA Chairpersons.
- Reviewed and discussed child welfare staff turn-over, caseloads, and workload causes and consequences.
- Reviewed issues related to child support, Therapeutic Foster Care, sibling placement, safety plans, and training issues.

- Discussed training needs of Guardians Ad Litem and the efforts by the Administrative Office of Courts to meet those needs.

APPENDIX 6
STATEWIDE FAMILY OPTIONS REPORT
FY 05

FAMILY OPTIONS CUMULATIVE STATISTICS REPORT SEPTEMBER 2005

	# FOP Referrals Received	# FORA Referrals Received	#FOMH-P Referrals Received	#FOMH-R Referrals Received	# FOP Accepted	# FORA Accepted	#FOMH-P Accepted	#FOMH-R Accepted	# FOP Referrals Declined	# FORA Referrals Declined	#FOMH-P Referrals Declined	#FOMH-R Referrals Declined	
Central Alabama	70	38	N/A	N/A	35	16	N/A	N/A	34	19	N/A	N/A	
East Alabama	160	61	51	N/A	79	36	30	N/A	76	14	20	N/A	
East Central Alabama	55	69	N/A	0	53	64	N/A	0	3	7	N/A	0	
Jefferson/Shelby	376	94	91	N/A	134	25	47	N/A	234	57	43	N/A	
Madison County	50	34	N/A	N/A	31	23	N/A	N/A	18	9	N/A	N/A	
Montgomery County	54	33	N/A	N/A	23	22	N/A	N/A	29	10	N/A	N/A	
Northwest Alabama	95	61	N/A	21	35	22	N/A	9	58	36	N/A	5	
North Alabama	139	94	N/A	28	67	47	N/A	24	70	41	N/A	4	
Southwest Alabama	127	58	28	N/A	75	45	20	N/A	47	13	8	N/A	
South Alabama	187	27	N/A	N/A	138	17	N/A	N/A	41	7	N/A	N/A	
Tuscaloosa Hub	98	19	20	N/A	53	13	12	N/A	45	6	8	N/A	
West Central Alabama	78	36	N/A	N/A	35	16	N/A	N/A	38	14	N/A	N/A	
TOTAL	1489	624	190	49	758	346	109	33	693	233	79	14	9

	# FOP Referrals Declined		# FORA Referrals Declined		# FOMH-R Referrals Declined		# FOP Children Served		# FORA Children Served		# FOMH-R Children Served		# FOP Interventions Completed		# FORA Interventions Completed		# FOMH-R Interventions Completed	
	No Vacancy	No Vacancy	No Vacancy	No Vacancy	No Vacancy	No Vacancy												
CA FO	8	7	N/A	N/A	N/A	N/A	82	41	N/A	N/A	N/A	N/A	34	13	N/A	N/A	N/A	N/A
EA FO	53	5	17	N/A	N/A	203	95	61	N/A	N/A	N/A	74	29	30	N/A	N/A	N/A	N/A
ECA FO	0	0	N/A	0	0	140	125	N/A	N/A	0	2	46	55	N/A	0	2	N/A	2
J/S FO	80	28	23	N/A	N/A	285	99	101	N/A	N/A	N/A	125	30	47	N/A	N/A	N/A	N/A
MADI	9	1	N/A	N/A	N/A	104	47	N/A	N/A	N/A	N/A	36	20	N/A	N/A	N/A	N/A	N/A
MONT	14	3	N/A	N/A	N/A	65	61	N/A	N/A	N/A	N/A	18	17	N/A	N/A	N/A	N/A	N/A
NE FO	52	35	N/A	9	4	92	43	N/A	N/A	14	4	34	24	N/A	9	2	N/A	2
NW FO	52	35	N/A	1	0	161	85	N/A	N/A	44	29	65	41	N/A	23	18	N/A	18
SE FO	25	7	4	N/A	N/A	199	76	37	N/A	N/A	N/A	72	46	17	N/A	N/A	N/A	N/A
SW FO	32	7	N/A	N/A	N/A	396	38	N/A	N/A	N/A	N/A	131	17	N/A	N/A	N/A	N/A	N/A
TUSC FO	33	5	7	N/A	N/A	116	21	20	N/A	N/A	N/A	49	12	12	N/A	N/A	N/A	N/A
WC FO	21	8	N/A	N/A	N/A	92	52	N/A	N/A	N/A	N/A	52	14	N/A	N/A	N/A	N/A	N/A
	379	141	51	10	4	1935	783	219	58	35	716	318	106	32	22			

	# FOP Assessment Only	# FOR Assessment Only	# FOMHP Assessment Only	# FOMHR Assessment Only	# FOP Families Remaining Together	# FOR Families Remaining Together	# FOMHP Families Remaining Together	# FOMLR Families Remaining Together	Overall Utilization Rate
CA FO	0	6	N/A	N/A	33	13	N/A	N/A	78%
EA FO	5	10	N/A	N/A	67	27	N/A	N/A	86%
ECA FO	0	0	N/A	0	46	55	N/A	2	95%
J/S FO	5	4	N/A	N/A	118	26	N/A	N/A	107%
MADI	2	1	N/A	N/A	32	18	N/A	N/A	92%
MONT	1	1	N/A	N/A	18	16	N/A	N/A	72%
NE FO	5	0	N/A	2	27	21	N/A	7	99%
NW FO	1	4	N/A	0	60	37	N/A	18	104%
SE FO	3	0	N/A	N/A	69	43	N/A	N/A	73%
SW FO	10	4	N/A	N/A	131	17	N/A	N/A	89%
TUSC FO	0	0	N/A	N/A	47	12	N/A	N/A	90%
WC FO	4	5	N/A	N/A	30	13	N/A	N/A	77%
	36	35	N/A	2	678	298	N/A	25	89%

MONTHLY TRACKING REPORT FOR SEPTEMBER 2005

	9 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	100%	100%		
East AL FO	100%	89%		
East Central AL FO	90%	95%	0%	100%
Jefferson/Shelby FO	100%	87%		
Madison/Limestone FO	90%	80%		
Montgomery FO	100%	100%		
Northwest AL FO	100%	100%	100%	0%
Northwest AL FO	94%	100%	100%	100%
Southeast AL FO	100%	100%		
Southeast AL FO	97%	92%		
Tuscaloosa Hub FO	100%	100%		
West Central AL FO	84%	100%		
AVERAGES	96%	95%	67%	67%

	6 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	100%	100%		
East AL FO	100%	97%		
East Central AL FO	95%	93%	0%	100%
Jefferson/Shelby FO	91%	100%		
Madison/Limestone FO	88%	82%		
Montgomery FO	100%	100%		
Northwest AL FO	87%	91%	75%	0%
Northwest AL FO	94%	100%	100%	100%
Southeast AL FO	100%	100%		
Southeast AL FO	92%	83%		
Tuscaloosa Hub FO	90%	100%		
West Central AL FO	77%	91%		
AVERAGES	93%	95%	58%	67%

	3 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	94%	100%		
East AL FO	99%	100%		
East Central AL FO	98%	95%	0%	100%
Jefferson/Shelby FO	93%	95%		
Madison/Limestone FO	92%	85%		
Montgomery FO	100%	100%		
Northwest AL FO	87%	100%	57%	0%
Northwest AL FO	95%	98%	100%	82%
Southeast AL FO	97%	95%		
Southeast AL FO	93%	74%		
Tuscaloosa Hub FO	94%	100%		
West Central AL FO	89%	92%		
AVERAGES	94%	95%	52%	61%

	24 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	96%	100%		
East AL FO	94%	98%		
East Central AL FO	77%	93%	100%	100%
Jefferson/Shelby FO	87%	98%		
Madison/Limestone FO	95%	79%		
Montgomery FO	91%	88%		
Northwest AL FO	93%	96%	95%	78%
Northwest AL FO	80%	92%	84%	55%
Southeast AL FO	99%	97%		
Southeast AL FO	96%	100%		
Tuscaloosa Hub FO	85%	92%		
West Central AL F	94%	95%		
AVERAGES	91%	94%	93%	78%

	18 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	96%	89%		
East AL FO	98%	100%		
East Central AL FO	96%	74%	100%	0%
Jefferson/Shelby FO	95%	100%		
Madison/Limestone FO	78%	74%		
Montgomery FO	80%	100%		
Northwest AL FO	90%	77%	76%	75%
Northwest AL FO	91%	84%	95%	75%
Southeast AL FO	91%	94%		
Southeast AL FO	91%	85%		
Tuscaloosa Hub FO	100%	88%		
West Central AL F	100%	89%		
AVERAGES	92%	88%	90%	50%

	12 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	94%	86%		
East AL FO	98%	96%		
East Central AL FO	94%	85%	100%	0%
Jefferson/Shelby FO	92%	91%		
Madison/Limestone FO	90%	74%		
Montgomery FO	79%	97%		
Northwest AL FO	95%	92%	87%	88%
Northwest AL FO	97%	87%	83%	74%
Southeast AL FO	99%	95%		
Southeast AL FO	88%	90%		
Tuscaloosa Hub FO	92%	96%		
West Central AL F	94%	88%		
AVERAGES	93%	90%	90%	54%

APPENDIX 7
STATEWIDE FAMILY OPTIONS REPORT
OCTOBER 2005 – MARCH 2006

FAMILY OPTIONS CUMULATIVE STATISTICS REPORT MARCH 2006

	# FOP Referrals Received	# FORA Referrals Received	#FOMHLP Referrals Received	#FOMH-R Referrals Received	# FOP Accepted	# FORA Accepted	#FOMHLP Accepted	#FOMH-R Accepted	# FOP Referrals Declined	# FORA Referrals Declined	#FOMHLP Referrals Declined	#FOMH-R Referrals Declined	
Central Alabama	23	13	N/A	N/A	18	7	N/A	N/A	5	5	N/A	N/A	
East Alabama	93	24	16	N/A	42	17	N/A	N/A	47	6	5	N/A	
East Central Alabama	25	20	N/A	0	21	20	N/A	0	4	0	N/A	0	
Jefferson/Shelby	167	46	29	N/A	69	15	N/A	N/A	101	27	16	N/A	
Madison County	21	18	N/A	N/A	16	14	N/A	N/A	5	3	N/A	N/A	
Montgomery County	33	25	N/A	N/A	11	11	N/A	N/A	22	15	N/A	N/A	
Northeast Alabama	30	34	N/A	7	14	18	N/A	6	2	15	N/A	1	
Northwest Florence	35	12	N/A	17	21	7	N/A	4	8	12	3	N/A	
Northwest Jasper	21	14	N/A	8	14	10	N/A	7	1	8	5	N/A	
Southeast Alabama	65	15	12	N/A	44	14	N/A	N/A	22	1	2	N/A	
Southwest Alabama	66	29	N/A	N/A	53	20	N/A	N/A	8	1	N/A	N/A	
Tuscaloosa Hub	45	14	8	N/A	24	7	N/A	N/A	21	5	2	N/A	
West Central Alabama	47	15	N/A	N/A	23	7	N/A	N/A	24	5	N/A	N/A	
TOTAL	671	279	65	32	370	167	39	17	11	294	94	25	4

	# FOP Referrals Declined- No Vacancy	# FORA Referrals Declined- No Vacancy	#FOMH-P Referrals Declined- No Vacancy	#FOMH-R Referrals Declined- No Vacancy	#FOP Children Served	#FORA Children Served	#FOMH-P Children Served	#FOMH-R Children Served	#FOP Interventions Completed	#FORA Interventions Completed	#FOMH-P Interventions Completed	#FOMH-R Interventions Completed
CA FO	0	1	N/A	N/A	39	16	N/A	N/A	19	3	N/A	N/A
EA FO	24	2	3	N/A	101	48	N/A	N/A	37	18	14	N/A
ECA FO	0	0	N/A	0	57	47	N/A	0	20	20	N/A	0
J/S FO	53	18	10	N/A	156	27	N/A	N/A	63	11	14	N/A
MADI	1	1	N/A	N/A	37	33	N/A	N/A	15	15	N/A	N/A
MONT	11	8	N/A	N/A	21	15	N/A	N/A	12	4	N/A	N/A
NE FO	12	18	N/A	1	34	33	N/A	10	14	17	N/A	4
NW Florence	8	0	N/A	0	65	20	N/A	20	25	10	N/A	13
NW Jasper	7	5	N/A	1	20	19	N/A	13	11	12	N/A	7
SE FO	8	0	0	N/A	114	39	N/A	N/A	39	22	12	N/A
SW FO	2	0	N/A	N/A	140	63	N/A	N/A	58	15	N/A	N/A
TUSC FO	15	3	2	N/A	61	11	N/A	9	24	6	5	N/A
WC FO	20	5	N/A	N/A	69	25	N/A	N/A	18	5	N/A	N/A
	161	61	15	2	914	396	93	43	355	158	45	24
												12

	# FOP Assessment Only	# FOR Assessment Only	# FORA Assessment Only	# FOMH-P Assessment Only	# FOMH-R Assessment Only	# FOP Families Remaining Together	# FOR Families Remaining Together	# FORA Families Remaining Together	# FOMH-P Families Remaining Together	# FOMH-R Families Remaining Together	Overall Utilization Rate
CA FO	0	1	N/A	N/A	N/A	19	2	N/A	N/A	N/A	80%
EA FO	1	3	N/A	N/A	N/A	34	12	N/A	N/A	N/A	100%
ECA FO	0	0	N/A	0	0	20	20	N/A	0	0	101%
J/S FO	0	3	N/A	N/A	N/A	56	9	N/A	N/A	N/A	106%
MADI	0	1	N/A	N/A	N/A	14	12	N/A	N/A	N/A	95%
MONT	0	0	N/A	N/A	N/A	11	4	N/A	N/A	N/A	69%
NE FO	1	0	N/A	0	0	12	15	N/A	4	3	109%
NW Florence	1	1	N/A	1	0	23	6	N/A	12	5	95%
NW Jasper	0	0	N/A	0	0	11	12	N/A	7	1	126%
SE FO	0	0	N/A	N/A	N/A	38	20	N/A	N/A	N/A	83%
SW FO	4	8	N/A	N/A	N/A	58	15	N/A	N/A	N/A	92%
TUSC FO	0	0	N/A	N/A	N/A	22	6	N/A	N/A	N/A	90%
WC FO	1	3	N/A	N/A	N/A	18	4	N/A	N/A	N/A	84%
	8	20	N/A	1	0	336	137	N/A	23	9	95%

MONTHLY TRACKING REPORT FOR MARCH

	9 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	95%	100%		
East AL FO	100%	96%		
East Central AL FO	90%	96%	None Served	100%
Jefferson/Shelby FO	94%	92%		
Madison/Limestone FO	93%	80%		
Montgomery FO	100%	100%		
Northeast AL FO	85%	93%	71%	None Served
Northwest AL Florence	94%	96%	100%	76%
Northwest AL Jasper				
Southeast AL FO	100%	100%		
Southeast AL FO	93%	71%		
Tuscaloosa Hub FO	90%	100%		
West Central AL FO	92%	100%		
AVERAGES	94%	94%	86%	88%

	6 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	96%	100%		
East AL FO	97%			
East Central AL FO	96%	95%	None Served	100%
Jefferson/Shelby FO	93%	94%		
Madison/Limestone FO	94%	93%		
Montgomery FO	100%	100%		
Northeast AL FO	88%	95%	67%	None Served
Northwest AL Florence	96%	95%	83%	85%
Northwest AL Jasper				
Southeast AL FO	100%	100%		
Southeast AL FO	94%	81%		
Tuscaloosa Hub FO	89%	100%		
West Central AL FO	87%	95%		
AVERAGES	94%	95%	75%	93%

	3 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	100%	67%		
East AL FO	97%	82%		
East Central AL FO	95%	100%	None Served	None Served
Jefferson/Shelby FO	92%	89%		
Madison/Limestone FO	100%	100%		
Montgomery FO	100%	100%		
Northeast AL FO	100%	100%	75%	100%
Northwest AL Florence	100%	88%	100%	100%
Northwest AL Jasper	60%	61%	71%	None Served
Southeast AL FO	100%	100%		
Southeast AL FO	99%	93%		
Tuscaloosa Hub FO	100%	100%		
West Central AL FO	0%	0%		
AVERAGES	88%	83%	82%	100%

	24 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	96%	91%		
East AL FO	99%	100%		
East Central AL FO	91%	74%	100%	None Served
Jefferson/Shelby FO	94%	100%		
Madison/Limestone FO	100%	100%		
Montgomery FO	80%	100%		
Northeast AL FO	90%	82%	82%	100%
Northwest AL Florence	95%	82%	79%	88%
Northwest AL Jasper				
Southeast AL FO	100%	100%		
Southeast AL FO	91%	88%		
Tuscaloosa Hub FO	98%	94%		
West Central AL F	91%	56%		
AVERAGES	94%	89%	87%	94%

	18 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	98%	88%		
East AL FO	95%	99%		
East Central AL FO	95%	83%	100%	None Served
Jefferson/Shelby FO	92%	91%		
Madison/Limestone FO	88%	91%		
Montgomery FO	93%	100%		
Northeast AL FO	95%	90%	81%	88%
Northwest AL Florence	95%	89%	93%	74%
Northwest AL Jasper				
Southeast AL FO	96%	96%		
Southeast AL FO	92%	87%		
Tuscaloosa Hub FO	95%	93%		
West Central AL F	94%	73%		
AVERAGES	94%	90%	91%	81%

	12 MONTHS			
	FOP	FOR	FOMH-P	FOMH-R
Central AL FO	85%	100%		
East AL FO	99%	89%		
East Central AL FO	89%	86%	None Served	100%
Jefferson/Shelby FO	94%	87%		
Madison/Limestone FO	88%	45%		
Montgomery FO	100%	100%		
Northeast AL FO	92%	91%	50%	None Served
Northwest AL Florence	90%	100%	100%	100%
Northwest AL Jasper				
Southeast AL FO	100%	100%		
Southeast AL FO	97%	47%		
Tuscaloosa Hub FO	88%	100%		
West Central AL F	82%	91%		
AVERAGES	92%	86%	75%	100%

APPENDIX 8

**STATEWIDE QUARTERLY REPORT OF
FAMILY PRESERVATION AND SUPPORT
SERVICES FOR LAST QUARTER OF
FY 05**

FAMILY PRESERVATION/SUPPORT SERVICES REPORT
REPORTING PERIOD: JULY-SEPTEMBER, 2005

COMPLETED BY: DR. M. WANG, EXPERT HEALTH DATA SYSTEM

PROGRAM NAME: ALL PROGRAMS

I. BRIEF PROGRAM DESCRIPTION:

A: GENERAL: A CONTINUUM OF STRENGTHS-BASED, FAMILY-CENTERED, CULTURALLY RESPONSIVE SERVICES RANGING FROM FAMILY SUPPORT TO FAMILY PRESERVATION.

B: NEW/EXPANDED PROGRAMS: TCF served as a relief agency for Hurricane Katrina survivors. Families were provided with info referrals clothes shoes hygiene items diapers gift cards calling cards gas vouchers bus tickets counseling and support groups. 2030 individuals served 5296 lbs of food hygiene products and water distributed. 19170.00 in gas vouchers gas cards and bus tickets. In Sept TCF initiated the development of a long term recovery team that will assist hurricane survivors who remain in the area. The center will pursue possibility of expansion of service Lawson State Community College - Bessemer Campus. We will increase recruitment efforts for Social Work interns with TCF-JC. We will conduct Stress Management Counseling for DHR JOBS Program Participants. Awarded a new UPS grant in partnership with the Children's Policy Council and Tusc. Co. Bd of Ed. Conducted summer camps at 4 elementary schools and 3 Middle Schools. Also conducted a summer camps for children ages 6-10 at an area housing development. In Sept, Shannon Boyd became Care Coordinator for Al. Medicaid dist.11 maternity care services known as the Small Wonders Program. She will continue to maintain 5 PAT cases as Parent Educator. This is a new partnership/contract with Lanier Health Services.

II. TOTAL UNDUPLICATED NUMBER OF FAMILIES SERVED: 3125
III. TOTAL UNDUPLICATED NUMBER OF FAMILIES SERVED YEAR TO DATE: 6463

III. SERVICE INFORMATION:

NAME OF SERVICE PROVIDED	UNDUP. # FAMILIES SERVED	UNDUP. # ADULTS SERVED	UNDUP. # CHILDREN SERVED	DUP. # FAMILIES SERVED	TOT # SERVICE PROVIDED	TOT # HRS AVG SERVICE PROVIDED PER FAM	TOT # OF CONCRETE PROVIDED	FAMILY UNABLE TO SERVE NO VACANCY	UNDUP. # PERSONS SERVED	NUMBER OF INSTANCES SERVICE PROVIDED
A. CORE SERVICES:										
FAMILY OPTIONS	273	366	554	.	27688	101	942	142	.	.
HEALTHY FAMILIES	73	66	108	.	963	13	183	3	.	.
FAMILY SUPPORT	743	762	1172	.	3192	4	268	0	.	.
CORE SERVICE TOTAL	1089	1194	1834	.	31843	29	1393	145	.	.
B. OTHER SERVICES:										
FAMILY COUNSELING	68	.	.	130	271	4	.	0	.	.
PARENTING	209	367	376	388	1341	6	.	0	.	.
ADULT EDUCATION	237	251	130	326	7286	31	.	0	.	.
VOCATIONAL/CAREER	316	279	231	364	3807	12	.	0	4169	.
PUBLIC AWARENESS	1191
HEALTH CARE	.	.	0	.	11645	1345
CHILD/AFTER SCHOOL	.	.	122	.	981
INFO & REF ONLY	1344	1919	2364	1532	2325	2	1247	0	.	.
INTAKE/ASSESS ONLY	97	146	137	103	109	1
CONCRETE SERVICE ONLY	0	4	2	2	4	0
AFTERCARE	616	860	1081	1092	11646	19	1247	0	4169	1345
ALL OTHER SERVICES	2887	3822	4441	3935	48602	14	2640	145	4169	1345
OTHER SERVICES TOTAL:	3125	5016	6275	3935	72445	23				
ALL SERVICES TOTAL:										

IV. EXPENDITURES: TOTAL COST FOR PROGRAM FOR PERIOD: \$2,445,692

APPENDIX 9
CHAFEE FOSTER CARE
INDEPENDENCE PROGRAM

Program Report and Data Collection
FY 2006

CFCIP Allocation Request
ETV Allocation Request

PROGRAM REPORT AND DATA COLLECTION - FY 2005

INTRODUCTION

I. DESCRIPTION OF THE CFCIP SERVICES PROVIDED AND ACTIVITIES CONDUCTED

Youth Involvement
Education Assistance
Employment Assistance
Opportunities for Social Interaction
Personal and Emotional Supports
Collaboration, Coordination and Consultation
Training, Technical Support
Resource Development
Availability to Tribal Youth

II. COMPLETE RECORD OF THE PURPOSES FOR WHICH FUNDS WERE EXPENDED

III. STATEMENT REGARDING THE EXTENT TO WHICH THE FUNDS ASSISTED YOUTH 18-21 IN MAKING THE TRANSITION FROM FOSTER CARE TO SELF-SUFFICIENCY

IV. DESCRIPTION OF THE NUMBER AND DEMOGRAPHIC CHARACTERISTICS OF THE ELIGIBLE POPULATION FOR FISCAL YEAR 2004

V. STATEMENT OF THE RESULTS ACHIEVED UPON DISCHARGE OR VOLUNTARY TERMINATION, AND 90 DAYS LATER

ADDENDUM

Introduction

Alabama Department of Human Resources, Family Services Division is implementing the Foster Care Independence Act of 1999 by operating a statewide Chafee Foster Care Independence Program. Alabama Department of Human Resources, Family Services Division provides direct and indirect services for youth in the custody and planning responsibility of DHR. Youth receive services at various ages and at various stages of achieving independence without regard to their eligibility for Title IV-E funded foster care. Alabama Department of Human Resources, Family Services Division, administers and supervises the programs and services carried out by the 67 County Departments of Human Resources under the Act. The mission of Alabama's Independence Program is to assist Alabama's eligible foster teens and former foster youth in attaining the skills and character needed to become adults who will contribute to their community.

Alabama currently has 1 coordinator and 2 staff members who provide ILP consultation to counties and group homes who are working with foster youth, ages 14 through 20.

DESCRIPTION OF THE CFCIP SERVICES PROVIDED AND ACTIVITIES CONDUCTED

Alabama Department of Human Resources, Family Services Division is working to build a model program for providing independent living services for youth aging out of foster care. Technical assistance and training is being provided to County Department of Human Resources to ensure that the Independence Program is uniform throughout the state and still accommodate county modifications. Policy states that each county program is expected to include 4 components for all youth in their program. The components for each youth are: Promoting a sense of control over their future, Promoting a sense of competency, Promoting a sense of permanency, and Promoting a sense of usefulness.

Alabama's State Department of Human Resources allows each county to provide their own Foster Care Independence Program. To support each county the State Department awards each of Alabama's 67 counties funds to provide direct independent living services and supports for their foster teens. In addition to funding county programs, the State Department provides training, technical support and resource development services. County Departments apply for and receive funds based on the amount of funds available and an annual application in which the County's Program Plan is submitted. County

programs provide the educational training and financial services necessary for foster teens to acquire the skills that they will need after they are emancipated from care. Some examples of services provided through group activities include: budgeting, avoiding risky behaviors, basic first aid, cultural diversity, communication, job seeking, values & responsibilities, public speaking and voting, grief and loss issues, household management, budgeting, purchasing and insuring a car, safe driving, and teen stress. Experiential activities included: tours of college campuses, shopping trips (money management and social skills), visit to a nursing home, driver's education, camps, planning menus and preparing meals, completing job applications, participation at child abuse prevention carnival, participation in March of Dimes Walk America, opening bank accounts, and various extracurricular activities.

Residential Child Facilities continue to express interest in developing or enhancing their transitional and independent living programs. Additional proposals have been submitted by other providers. Currently, 10 providers offer Transitional living programs and 5 offer independent living programs.

Youth Involvement

Alabama Department of Human Resources is working to ensure that youth are encouraged to participate directly in designing their own program activities that prepare them for self-sufficiency and require them to accept personal responsibility for living up to their part of the program. Foster care youth are to be included in the planning process on an individual level and on a group level. The Alabama Department of Human Resources Independent Living Program plans to explore our youth becoming involved as pages for our Legislators. This would give our youth an opportunity to learn the legislative process.

Youth participate individually by helping to develop their goals for independent living through the ISP Process. Each youth is involved in the development of their individualized service plan (ISP). The ISP is created in partnership with the youth and family planning team. The ISP identifies the strengths and needs, goals the youth is to work toward to reach the desired case outcome, and steps to be taken by the youth and family planning team members. The ISP is used to authorize and deliver services, and to measure progress toward goals necessary to make the transition to self-sufficiency. An extensive assessment using the Daniel Memorial Program is completed on each teen in the

program to determine the skills the teen has mastered and the skills that the teen needs to acquire. Informal assessments also provide information about a youth's needs. The ISP includes results of life skill assessments and independent/transitional living plans. The ISP is updated every six months at a minimum but can be updated as the need for other services and supports are identified. The youth is given a copy of the plan.

Youth participate as a group through Youth Advisory Councils (YAC). We continue to work with county offices in developing county YACs. A handbook, which addresses areas of recruitment, training, and facilitation of a YAC, was developed to help County Department of Human Resources and Group Homes develop a local YAC. Currently five county offices have formal advisory councils, some more active than others. Several other county offices have informal YACS with their life skills groups offering suggestions about the program. The YAC in the state's largest county is extremely active and has met with their State Senator. The YAC in the state's largest county are involved in activities that include collaboration with the community. Those activities include: Participation in GPS Panels, Training workshop for "Partners in Excellence" Teen Recruitment for Foster Parents, Participation in a Rally at UAB mini park for Child Abuse Awareness Month, Participation in a panel discussion in Montgomery at the Gordon Persons Building for "Empowering Youth to Make changes in a Bureaucracy", A summit on HIV & AIDS for African American Women "Teens Speak", Involved in Adoption Month Conference, Presented work shops for UAB Civitan Center's Sparks Clinics, Presented at My Father's House Foundation 2006 Community Awareness Luncheon, and Partners with Senator Sundra E. Escott the Advocate for the Mobility of Youth in Foster Care and the Advancement of Youth in care.

Education Assistance

Alabama Department of Human Resources recognizes the importance of educational success for all youth aging out of foster care. A major focus of the program is providing the educational assistance necessary to help youth receive their high school diploma and to help youth prepare for and enter postsecondary education institutions and vocational training.

As in the past, the Governor signed Senior Certificates for our graduating high school senior.

County Departments of Human Resources provided an extensive array of educational assistance to help youth prepare for and enter postsecondary training and education institutions. They provide general types of assistance such as grade incentives, tutoring, federal financial aid information, and payment for ACT and SAT testing. Additional services and supports, including opportunities for college bound youth to visit college campuses, are also provided on an individual or group basis.

In October 2005, a contract was signed with the Orphan Foundation of America to accept applications and distribute the funds. The following information is provided for (FY04-05):

- (179) total (2004-2005) AL ETV Applicants/Applications
- 131 of the 179 applicants were determined to be "Eligible"
Comment: 26 of the applicants were determined by Alabama DHR to be "Ineligible" for various reason (i.e., completed AL ETV Applications after 21st birthday, Not served by Alabama-DHR Foster Care, etc.) 22 of the applicants were non-responsive after submitting incomplete applications. The Orphan Foundation follows-up with applications submitted with the student and social worker.
- All of the 131 applicants that were determined to be "Eligible" were funded with 2004-2005 AL ETV monies. Comment: The average amount of funding received per student was \$2,727.93.

Employment Assistance

Alabama Department of Human Resources provides employment assistance to youth aging out of care. Employment assistance is provided to help youth receive the skills, training and services necessary to obtain and retain employment. Information is provided to youth and staff about community-based employment centers and job training employment opportunities such as those identified in the Work Force Investment Act of 1998 and the Department of Labor Welfare-to-Work Program.

County Departments of Human Resources provide assistance with preparation for job readiness through life skills development classes. Youth are provided opportunities for career exploration such as guided tours of major employers, attending job fairs and career seminars and by helping with job search support and placement programs. Mobile County youth participated in job shadowing through the Mentor program. Statewide there are

limited opportunities available for job shadowing and apprentice programs. It is anticipated that as services under Welfare-to-Work and Workforce Investment Act become available there will be more opportunities for job shadowing and apprenticeship training.

Opportunities for Social Interaction

Alabama Department of Human Resources provides experiential activities that promote opportunities for social interaction and provide learning experiences that are available to youth in the program.

Many county offices hold regular group meetings during which youth have an opportunity to visit and exchange ideas.

The Annual Independent Living Program Teen Conference was held on June 12-14, 2006. The conference was held at The Dixon Conference Center in Auburn, Alabama. Approximately 250 teens participated. The conference offered the youth an opportunity to meet youth from other counties and an opportunity to practice social skills during the formal and informal dining, the workshops, and the dance.

Personal and Emotional Supports

Alabama Department of Human Resources provides personal and emotional support through mentors and the promotion of interactions with dedicated adults. Currently the State funds one mentor program. Mentor programs continue to be an important aspect of Alabama's ILP. Funds have allowed the on going funding for the Mobile based program. Connections, the Mobile-based program, began in 1992. It continues to be a stable resource for ILP Teens in Mobile County. Services include recruitment of potential mentors from various community organization and interviews and training to ensure mentors have the background and knowledge to model a stable, healthy relationship. Initial meetings between the youth and mentor are arranged after the Mentor Program staff and youth's social worker discuss the possibility of success of the match. One of the resources used to select a match is a survey completed by the youth listing information such as their goals.

In September 2004, one of the State consultants took 3 youth from each of 2 counties to the National "Growing Pains" Conference sponsored by the Daniel Memorial Institute. The

conference was held in San Antonio, Texas. One county office and one group home also took some youth.

In September 2005, the State ILP Coordinator, one of the State ILP Consultants and 3 social workers from the county took 8 youth to the National "Growing Pains" Conference sponsored by the Daniel Memorial Institute. The conference was held in Atlanta, Georgia. During the conference, the youth had an opportunity to participate in various workshops, meet youth from other states and take part in activities to build skills they will need once they exit foster care. The conference also provided workshops for ILP staff, which provided information on how they may enhance their IL Program.

COLLABORATION, COORDINATION AND CONSULTATION

County Departments of Human Resources are encouraged to develop relationships with community-based organizations to form partnerships for providing mentor programs. Businesses will be encouraged to participate by providing opportunities for apprenticeships and job shadowing opportunities.

The Department is pleased to announce that The Free and Accepted Mason of Alabama awarded a grant in the amount of \$20,000 to 5 of the largest Counties in the State. Each of the 5 counties selected received a check in the amount of 4,000. The purpose of the grant is to provide the state's foster children with those expenses that the State has no funding source available to cover. This also includes a one-time \$100 cash grant to a teen aging out of the system to assist with establishing their own home.

Training and Technical Support

Alabama Department of Human Resources, Family Services Division provides training and technical support for 67 County Departments of Human Resources, Group Homes, and the mentor program. On April 28-29, 2006, The Alabama Foster and Adoptive Parent Association had their Annual Training Conference. The Conference, "Light up the Life of a Child," was held at Frazer UMC in Montgomery, Alabama. It provided training for foster parents and social workers. During the conference, higher education scholarships were awarded to 5 teens.

In 2006, the State Coordinator attended the Peer-to-Peer Orientation for Newly Appointed State Independent Living Coordinators at the Doubletree Warren Place, in Tulsa, Oklahoma. During the conference, the State Coordinator had an opportunity to meet with other State Coordinators and exchange ideas on how to enhance IL Programs across the State. One State Consultant had the opportunity to attend the Invitational State Independent Living Coordinator's Forum and The Pathway to Adulthood Independent Living/Transitional Living Conference in Portland Oregon. The purpose of the forum was to provide an opportunity for state independent living coordinators to network and share recent activities in their state. The Pathways Conference was an opportunity to meet with other coordinators and participate in skill-building workshops.

Technical support is provided on a daily basis to assist the County Departments of Human Resources, Group Homes, one mentor program and other service providers with any questions they have about providing independent living services. Technical support regarding the use of the Daniel Memorial 7.05 version of the independent skills assessment software system is also provided for counties.

The Alabama Department of Human Resource Independent Living Program has access to The National Child Welfare Resource Center for Youth Development, which offer a variety of training. The Department has 10 days in a year that the National Resource Center (NRC) can provide technical assistance to the State of Alabama, which include training for social workers. The State ILP Coordinator is currently working with the National Resource Center in an effort to schedule training. The State ILP Coordinator has provided NRC feedback as to what areas of training would enhance our current IL Program. This information was obtained from a survey completed by county ILP social workers. The National Resource Center has also been provided with a soft copy of the State's ILP Policy in order to assist them in preparation of training for our social workers.

Resource Development

Alabama Department of Human Resources is continuously working to develop new resources and connecting youth to existing resources. At the state level, the Independent Living Program works closely with the Office of Licensing and Resource Development to identify and locate resources. Each county office has an identified Resource Development staff member who is available to assist in resource development for the county and for individual youth.

The Resource Library with a variety of books, videos, periodicals and other training materials is available for teens, county departments, group homes, foster parent associations and other direct service providers.

AVAILABILITY TO TRIBAL YOUTH

Alabama has one federally recognized Indian Tribe, the Poarch Band of the Creek Indians. They do not currently have any youth ages 14 or older in their custody and have stated they are not currently in need of IL assistance. The State remains open to communication with the Tribe.

RECORD OF THE PURPOSES FOR WHICH FUNDS WERE EXPENDED

Please refer to Addendum A

STATEMENT REGARDING THE EXTENT TO WHICH THE FUNDS ASSISTED YOUTH 18-21 IN MAKING THE TRANSITION FROM FOSTER CARE TO SELF-SUFFICIENCY.

By policy, youth in Alabama remain in care until their 21st birthday and continue receiving regular ILP services to assist in the transition to adulthood. Alabama provides each youth exiting the foster care system with a one-time stipend of \$500.00 for start up cost. Aftercare financial assistance and support services continue to be available to youth that leave the system prior to their 21st birthday. As indicated previously, The Free and Accepted Masons of Alabama awarded a grant to 5 counties for their foster children. Part of this grant includes a one-time \$100 cash grant to teens aging out of the system.

For youth that are in care on their 18th birthday, policy allows for the youth to re-enter foster care if the need arises. If the youth needs to re-enter foster care or remain in their own home, financial, housing, counseling, employment, education and other appropriate support and services are also to be provided as needed until the 21st birthday.

DEMOGRAPHIC INFORMATION

Two thousand five hundred and forty two youth ages 14 and older were in foster care as of 9/30/05. Two thousand fifty one youth received independent living services during FY 2005

according to a manual count. For a detailed description of the number and demographic characteristics of the eligible population for fiscal year 2005 and a detailed description of individuals served during that period **please refer to Addendum B.**

STATEMENT OF THE RESULTS ACHIEVED UPON DISCHARGE OR VOLUNTARY TERMINATION, AND 90 DAYS LATER

Upon discharge, social workers are asked to provide information about the level of the youth's achievement in various areas. For information on their responses, **please refer to Addendum B.** Automated data collection of ILP outcomes will be incorporated into the state child welfare system being developed. The information to be collected is dependent on Federal requirements to be established.

REPORT ON FIVE YEAR OBJECTIVES

1. **OBJECTIVE**

The ILP unit will conduct, coordinate, and provide consultation for all county social workers with ILP responsibilities. Progress will be monitored through county feedback and the annual DHR Quality Assurance process.

Status: Ongoing

Alabama's State Department of Human Resources allows each county to provide their own Independent Living Program so that the program can be individualized to the needs of the youth in the county. To support each county the State Department awarded each of Alabama's 67 counties funds to provide ILP services for their foster teens. The counties provided an extensive array of services to ILP Teens in their county. The services include life skills development through individual group and experiential activities. Support services that ensure a foster teen's preparation for independence are provided by the counties with ILP funds.

Consultants visit county offices and group homes to review records and talk with staff about the program. Documentation through reports is maintained on each county review and follow up contacts are made with county offices to address recommended improvements. County records were reviewed during the last year with a review tool developed as a part of Alabama's PIP.

Consultants are also available to discuss individual cases and to participate in Individual Service Plan meetings as needed.

Consultants will review data available on the Orphan Foundation website to assess county referrals for youth to obtain funds available for their post-secondary education.

Meetings will be held with county offices and group homes to ensure they are aware of the most recent policies and practices for working with foster youth.

2. OBJECTIVE

The ILP unit will assist county DHR staff in the development of programs to promote successful outcomes for youth. The programs will be tailored to meet the individual county and adolescent needs.

Status: Ongoing

A commitment to seeking increased community support and resources to enhance and expand the program continues to be a major focus of the State Independent Living Program. Every County DHR Office develops an annual plan for their program and submits the proposal in order to receive funding. State ILP consultants work with county staff during the year to assist in program development.

The Department continues to explore the possibility of postsecondary schools and high school counselors assisting youth in planning their careers and education needs.

3. OBJECTIVE

By 2004, aftercare services will be available to all teens participating in the ILP Program.

Status: Ongoing

Starting in 2005 the department will continue to make aftercare services available to foster children who have exited the foster care system.

In 2006 the department has continued to make aftercare services available to foster children who exited the foster care system.

Aftercare services that support and help youth to sustain self-sufficiency were enhanced through implementation of policy, *Smooth Transitions Into Adulthood*, effective July 1, 2002. Although youth historically may stay in care until their 21st birthday while pursuing higher education, the new policy clarifies the need to begin to assess the type of services needed to ensure a smooth transition from foster care at an early age. It also gives direction on services to be provided when a youth requests assistance after they have left care but have not reached the age of 21. Youth are currently provided with basic household set ups when discharged from care. Five hundred dollars is set aside for each youth being discharged for this purpose. Aftercare assistance and support services will continue to be available to youth prior to their 21st birthday if they leave foster care after their 18th birthday.

The services to be provided will be based on individual needs as determined by the ISP team.

Room and board for youth ages 18-21 (who left care on or after their 18th birthday) is provided on a case-by-case basis. If youth contact the agency for any assistance after leaving care, a group comprised of the youth, social worker, any individual requested by the youth, and adult protective service worker, and an Independent Living Program or Family Options worker or supervisor will meet to discuss the youth's needs. If payment of the youth's rent is a need, the agency will help with the rent and if ILP room and board funds are available, ILP funds will be used. The youth will be expected to pay a portion of their housing and utility expenses with the youth's portion to be increased each month. Current policy states that availability will be limited to three months with the possibility of an additional months' assistance.

4. OBJECTIVE

By 2004, ILP teens will participate in the development of a Statewide program.

Status: Ongoing

Youth Advisory Councils (YAC) are in place in several county offices. We will continue working with other county offices to develop YACs. Also, a statewide YAC has been developed. They have met several times during the Spring of 06 in order to help develop the annual teen conference. Their recommendations were adopted and utilized to ensure the conference is a success. As noted earlier, the department plans to explore our youth being involved in the legislative process in their perspective county through youth serving as pages while the legislators are in session.

5. OBJECTIVE

By FY 2005, a plan will be developed and implemented statewide to enhance public awareness of the needs of foster teens as they transition to adulthood and increase the number of business volunteers willing to serve as business mentors.

Status: Ongoing

In 2006, the department will explore the possibility of purchasing public announcements in an effort to target foster parents and mentors for teens.

County offices are encouraged to involve various business groups, such as the Kiwanis Club, Jaycees, or Business and Professional Women, to provide assistance to the youth. Opportunities such as job shadowing, internships, career development information, and full or part time employment are sought. The Department continues to collaborate with the Workforce Investment Agency and other agencies that serve youth in ETA's new strategic vision to serve out-of-school and at-risk-youth under the Workforce Investment Act.

Alabama contracts with one non-profit agency to recruit, train, and support mentors and to match the trained mentors with interested youth. The program in Mobile County continue to be an important aspect of Alabama's ILP.

6. OBJECTIVE

By 2005 the ILP Unit will partner with foster parents to prepare youth for independent living.

Status: Ongoing

Foster parents are asked to participate in ISP meetings at which plans to address needs, including Independent Living, are discussed.

Foster parents will be provided tools to document the ways in which they teach independent living skills to the youth in their care. This, too, will be developed with foster parents and youth input. They will be asked to help us identify the skills that may be taught by foster parents, the ways in which foster parents can teach these skills, and how to easily document the youth's participation and completion. This portion of the objective has not been achieved.

The Department works closely with the Alabama Foster & Adoptive Parent Association in order to provide training on the Independent Living Program to foster parents. This process is facilitated through 9 Regional Representatives that cover the 67 county offices. The Regional Representatives are foster parents that serve as a liaison for our foster parents in their perspective counties. There is currently one Regional Representative vacancy.

ADDENDUM

Addendum A
RECORD OF THE PURPOSES FOR WHICH FUNDS WERE
EXPENDED

INDEPENDENT LIVING PROGRAM EXPENDITURES

FY 2005

Personnel		Total
1.	ILP Salaries - State ILP Coordinator and 2 State Consultants	242,281.21
2.	Licenses	
1.	County Projects	1,095,055.53
2.	Higher Education Scholarships	
3.	Mentor Programs (2)	117,994.05
4.	Teen Conference	162,752.00
Instruction in ILP Competencies		
1.	Travel	13,074.14
2.	Library Materials	3,732.38
Resource Materials and Program Support		
1.	Membership to the National Independent Living Association	500.00
2.	DP Equipment & Office Operation	3,553.39
Actual Basic Expenditures FY 02 Grant Award (Basic)		
Non-Cash Match		304,772.00
GRAND TOTAL		1,943,714.70

Addendum B

DEMOGRAPHIC INFORMATION DEMOGRAPHIC INFORMATION ON ELIGIBLE PARTICIPANTS

This information was obtained from the Alabama Child Welfare Information System on children age 14 and over who were in foster care as of 9/30/05.

AGE	
14	470
15	511
16	508
17	487
18	321
19	158
20	76
21	11
Total	2,542

GENDER	
Male	1212
Female	1330
Total	2542

RACE/ETHNICITY	
White	1154
Black	1357
American Indian	5
Asian	2
Pacific Islander	3
Hispanic	28
Unknown	0
Total	2549

LIVING ARRANGEMENTS	
Related Home	141
Foster Family Boarding Home	521
Foster Family Free Home	0
Foster Family Related Home	50
Group Home	145
Group Home/Shelter	21

Child Care Institution	445
Child Care Institution/Shelter	18
DYS Operated or Licensed Facility	98
MH Operated or Licensed Facility	232
Maternity Home	0
LIVING ARRANGEMENTS (CONT)	
Nursing Home	6
Runaway Status	117
Out of State Residential Treatment Center	7
Hospital	8
School/Foster Home	4
Independent Living	18
Therapeutic Foster Home	642
Unrelated Home (Court Ordered)	13
Psychiatric Hospital	12
Transitional Living	7
Other	37
Total	2542

SPECIAL NEEDS	
Diagnosed MR – Mild	196
Diagnosed MR – Moderate	66
Diagnosed MR – Severe	33
Diagnosed MR – Profound	8
Diagnosed Emotionally Disturbed	220
Physically Handicapped	61
Pronounced Behavioral Problems –CHIN	92
Pronounced Behavioral Problems – Delinquent	108
Pronounced Behavioral Problems – Not Adjudicated	272
Pronounced Behavioral Problems – Other	461
Unfamiliar with American Culture/Language	3
Sibling Group over 3	421
Blind or Visually Impaired	13
Deaf or Hearing Impaired	13
Other Medical Condition Requiring Care	82
No Clinically Assessed Disabilities	221
Clinical Assessment Not Conducted	1085
Severely Emotionally Disturbed	393
Needs Special Education Services	25
Receiving Special Education Services	704
Reading Below Grade Level	689
Child In Need of TFC But Not Receiving Post Secondary Education	53
	15

Medically Fragile Care	17
Total	5251

ADMISSION REASON	
Request of Parent	416
Alleged Abuse	437
Alleged Neglect	797
Adoption Disruption	32
Relinquishment	173
Alleged Sexual Abuse	111
Alleged Emotional Abuse	16
Parent/CT Alcohol Abuse	25
Child Alcohol Abuse	3
Parent/CT Drug Abuse	97
Child Drug Abuse	11
Child's Disability	8
Child Behavior Problem	170
Death of Parent/CT	18
Incarceration of Parent/CT	30
Parent/CT Cannot Cope	96
Abandonment	72
Inadequate Housing	30
Safe Haven	0
Other	0
Total	2542

CUSTODY STATUS	
Temporary - County	1975
Permanent - State	480
Temporary - State	2
Agreement for Foster Care	50
Summary Removal	35
Total	2542

DEMOGRAPHIC INFORMATION ON YOUTH WHO WERE SERVED

This information was obtained from a questionnaire sent to all counties in the state. We recognize that this information was gathered as a total fiscal year number rather than a point in time (as was ACWIS information in the previous table). This report represents 2,051 youth served. Please note that the breakdowns given may not be consistent with the total. The new ASSIST computer program will provide clear and complete information when developed.

PARENTAL STATUS	
Without Child	1896
With Child	76
Pregnant	16
Father of Unborn	2

MARITAL STATUS	
Single	2047
Married	4

DURATION OF FOSTER CARE *	
Less than 6 months	264
6 months to 1 year	220
1 year to 3 years	614
3 years to 5 years	357
5 years to 10 years	403
More than 10 years	25

EDUCATIONAL STATUS	
Middle School	568
In HS/GED	1169
Finished HS/GED	141
In Vocational Training	67
In College	95

SPECIAL NEEDS	
Yes	759
No	1067

EMPLOYED	
Total Number Unemployed	1757
Total Number Employed	273
Part Time	205
Full Time	67

PARTICIPATION IN ILP SKILLS	
Budgeting	740
Securing Housing	386
Maintaining Housing	355
Roommate Selection	53
Other Homelessness Issues	99
Nutrition	508
Career Planning	1171
Job Seeking	546
Job Retention	281
Training Collaboration	67
First Aid and Safety	235
Sexuality	508
Prenatal Care	60
Child Development	71
Discipline	48
ILP Teen Conference	87
Regional Workshop	28
ILP Teen Group	303
ILP Teen Advisory Board	67
High Risk	539

DISCHARGES	
Total Discharges	190

DEMOGRAPHIC INFORMATION ON RESULTS OF PROGRAM

The following information is based on October 2003 through September 2004 responses received after discharge. The information is provided through the mail by youth and social workers after youth are discharged.

AGE AT DISCHARGE	
14	1
15	3
16	5
17	4
18	19
19	22
20	8
21	15
Total Responses	77

EDUCATIONAL ACCOMPLISHMENTS AT DISCHARGE	
High School Drop Out with no GED	8
Attending High School	17
Some College	12
Vocational/Technical School Completed	3
Other	3

JOB STATUS AT DISCHARGE	
No job	26
Part Time Job (32 hours or less)	16
Full Time Job	22

ANTICIPATED AFTERCARE SERVICES	
Mentoring	13
Crisis Counseling	8
Information & Referral	23
Employment Counseling	10
Housing	11
Aftercare Stipend	22
Transportation to College	0
ILP Teen Group	3
Education/Training	18
None	15

CFCIP ALLOCATION REQUEST

ETV ALLOCATION REQUEST



FIVE-YEAR PLAN

CHAFEE FOSTER CARE INDEPENDENCE PROGRAM APPLICATION - FY 2006

REPORT DATE June 30, 2006

APPLICANT: Alabama Department of Human Resources
Family Services Partnership
Gordon Persons Building
50 North Ripley Street
Montgomery, AL 36130

GRANT PERIOD: October 1, 2006 through September 30, 2007

FUNDING AMOUNT Federal Funds Requested Per Year \$1,512,548
State Match \$378,137

FUNDING SOURCE: Administration for Children, Youth and Families
Mandatory Grants
370 L'Enfant Promenade, SW
4th Floor East
Washington, D.C. 20447

CONTACT PERSON: Wanda Davidson
Independent Living Program
Office of Foster Care
Family Services Partnership
State Department of Human Resources
50 Ripley Street
Montgomery, AL 36130
(334) 242-9500

PROGRAM PLAN NARRATIVE

ADMINISTRATION OF PROGRAM:

Alabama Department of Human Resources, Family Services Division is implementing the Foster Care Independence Act of 1999 by operating a statewide Chafee Foster Care Independence Program. Effective with FY 2004 we implemented the Education Training Voucher Program. Direct and indirect services are provided for youth for whom we hold custody and planning responsibility. Alabama Department of Human Resources, Family Services Division, administers and supervises the programs and services carried out by the 67 County Departments of Human Resources under the Act. The mission of Alabama's Independence Program is to assist Alabama's eligible foster youth and former foster youth in attaining the skills, education, and character needed to become adults who will contribute to their community.

Alabama currently has 1 part-time coordinator and 2 staff members who provide ILP consultation to counties and group homes who are working with foster youth, ages 14 through 20.

Alabama's State Department of Human Resources allows each county to provide their own Foster Care Independent Living Program. Services are provided through group programs and individual services and several also offer experiential activities. The programs are to provide services to assist a youth in improving education and career opportunities and to decrease high-risk activities and the potential for incarceration, non-marital childbirth, dependence, and homelessness.

We administer the Education Training Voucher through a contract with the Orphan Foundation of America. The funds are used primarily to pay school expenses such as fees, tuition, and books. Each youth's application requires that they complete a budget providing information about rent (copy of lease agreement is required) and childcare (payment is made only to a licensed provider). Youth may also request funds to purchase a computer, school sponsored health insurance, payment of outstanding student loans (documentation required), costs related to a disability (eyeglasses, tutoring, adaptive software, etc. and living expenses such as groceries

and transportation (not purchase of a car). Information from the schools' Student Financial Aid Office is required to validate the expense of attending the school. No youth may receive more than \$5,000 and the total funds received are not to exceed the cost of attendance. Youth must apply each year to receive funds.

Alabama awards each of Alabama's 67 counties funds to provide ILP services for their foster teens. When providing counties with funds for their ILP services, each are reminded that Appropriations law precludes the use of Chafee funds to supplement the \$5,000 per-year ceiling for a youth in the Chafee Educational and Training Voucher (ETV) program. However, General Chafee funds may be used for activities that are outside the scope of an institution's definition of "cost of attendance," and are not covered by the ETV program. Each group home that provides independent living services is also offered an opportunity to apply for a grant to assist in the provision of the independent living services. Funds are also available for the Poarch Band of the Creek Indian Tribe if they have youth in custody.

EDUCATION AND TRAINING VOUCHERS PROGRAM

The Orphan Foundation of America (OFA) will administer the Alabama Education and Training Voucher Program (AL ETV). Below is the program narrative submitted by OFA in response to a Request for Proposal. This narrative details the plans for Alabama's program. Education Training Voucher funds are available to:

- foster youth who are attending post-secondary education in public schools or non-profit private schools;
- youth who were adopted from foster care after their 16th birthday;
- youth who aged out of foster care on or after their 18th birthday who have not yet attained the age of 21;
- youth must be a citizen or documented alien (eligible for other federal benefits);
- youth may not have more than \$10,000 in personal reserves.

The funds will continue to be available to a youth attaining a post-secondary education up to their 23rd birthday if assistance through ETV was received during the semester of the 21st birthday and the youth continues to make satisfactory progress

ETV's will provide financial support to youth who age out of foster care and those who were adopted after age 16 to attend post-secondary institutions of higher learning and vocational/technical training programs.

OFA is a national non-profit organization with the capacity and expertise to develop the Alabama Education and Training Voucher Program. In consultation with the State it will develop the ETV Program including recruiting applicants for mentors, designing and processing applications, fiscal management: disbursing scholarship funds, tracking and monitoring student participation and reporting to the State on a monthly basis.

Intended Outcomes:

The goal of the AL ETV Program is to provide the economic and personal supports for eligible youth's need to attend and complete post-secondary training and education programs. The program seeks to couple funding with the support and guidance 18-

23 year olds need throughout their post-secondary schooling. The program will build on the services of the AL IL Program and provide a continuum of State services that help youth become educated, trained and ready to enter the 21st Century workforce.

Success will be measured by a number of factors, including but not limited to:

- The number of students assisted through the ETV program
- The percentage of participating students graduating or successfully completing their academic or vocational program.
- The number of students who, if they decide to discontinue their studies, complete the term rather than dropping out and have a plan that identifies next steps, career/job goals, opportunities and available resources. as determined by the exit interview and school records
- OFA has post-program information regarding the student's status and contact information regarding employment stability.
- The percentage of participant students pursuing graduate studies

First year data will be used to establish a baseline against which to measure future progress.

Services To Be Provide:

OFA will provide all administrative services to implement the Alabama Education Training Voucher Program (AL ETV). In this capacity, OFA will:

1. Verify the eligibility of participants and institutions
2. Process applications for Education Training Vouchers
3. Issue vouchers in accordance with Federal law
4. Monitor and support student progress
5. Utilize volunteers to provide adjunct services to students
6. Provide regular program reports to the state Chafee Coordinator
7. Provide quarterly fiscal reports that account for the use of funds for this contract, documentation of the in-kind match, as well as the use of the ETV funds to provide assistance to students.

OFA will develop and implement a community awareness program and outreach program directed toward soliciting qualified scholarship applications and providing ETV program information to youth and organizations with links to eligible youth. OFA will develop descriptive information about the ETV program and will also develop a website specific to the AL ETV program. Any print material will be submitted for approval of the AL coordinator prior to use.

Eligibility for the Education Training Voucher Program:

Participants:

- Young adults served will be limited to those individuals ages 18 to 21 who are eligible for Alabama's Chafee Independent Living Services and who aged out of DHR foster care at age 18 or whose adoptions from foster care were finalized after their sixteenth birthdays. Students participating in the Education Training Voucher program on their 21st birthday shall remain eligible until their 23rd birthdays as long as they are enrolled in a post-secondary education or training program and are making satisfactory progress toward completing their course of study.
- Students will be selected on a first-come first served basis from among the eligible pool.
- Students from Alabama who go to school out of state are eligible on the same basis as youth who attend in-state schools. Alabama ETV funds shall be provided to Alabama students who are attending eligible institutions that are out of state.

Post-secondary educational and vocational institutions will qualify only if they:

- Admit as a regular student only persons with a high school diploma or equivalent or admits as a regular student persons who are beyond the age of compulsory school attendance.
- Are eligible to accept Pell Grant awards on behalf of their students
- Are accredited or pre-accredited and authorized to operate in the state where it is located

- Award a bachelor's degree, a two-year associates degree, or a one-year state or nationally recognized certificate.
- Vocational schools must have been operating for at least 2 years and offer a certificate or diploma that is state or nationally recognized by an organization such as the Accrediting Commission of Career Schools & Colleges of Technology (ACCSCT) which will ensure that their diploma/certificate is recognized by the profession.

Student Funding:

The amount a full-time student may receive shall not exceed the lesser of \$5,000 per year or the total cost of attendance as defined in section 472 of the Higher Education Act. Part time students may receive no more than \$2,500 or the cost of attendance.

The funds may be used for:

- Tuition and school fees
- Room and board, and off campus housing
- Books
- Rental or purchase of required equipment, materials, supplies (i.e. computer, adaptive software, tools, etc.)
- Tutoring
- Child care (payment is made only to a licensed provider)
- Transportation that is necessary for the student to attend school. No more than \$1250 may be used for transportation per academic year.
- Repayment of student loans incurred for the 2005-06 academic year
- Health insurance for the student

Applications:

All applicants must submit the following information in a timely manner:

- A completed application
- An essay

- A school financial aid award letter
- An official transcript of the most recent school/program attended
- Budget Form

Students must reapply for the ETV annually. No ETV shall be awarded to a student who does not maintain at least a 2.0 Grade Point Average (GPA) or equivalent, demonstrate satisfactory progress toward achieving his or her degree or certificate, and be in good standing at the school. However if a student does not maintain a 2.0 GPA they may, at the discretion of the program manager and the state/county IL coordinator, be placed on a one-semester academic probation. Additional supportive services will be provided to students on academic probation.

Student Services:

Once a student has been qualified as eligible and selected, the AL ETV Program Manager will review the youth's budget to determine financial need and a payment plan/schedule. The assumption is that many students will access the voucher funding to pay allowable expenses such as housing, transportation and childcare. Each student will submit documentation that must be verified before a voucher package will be offered to the student.

Students will be required to participate in a program entrance and exit interview, submit grades, and comply with program participation requirements.

Additional Support Services:

OFA will work to identify in-State resources that can support the student's academic goals and provide personal support and enrichment opportunities. This will include collaborating with colleges, federal programs, civic organizations, community services and IL programs located in the area. Additionally, every AL ETV recipient will be enrolled in OFA's Care Package Program and Mentor Program. Students will receive three care packages per year containing age-appropriate necessities and

extras that students want. The regularly scheduled packages will be delivered as follows 1) Fall – back to school or within 14 days of been accepted in the ETV Program, 2) February - Valentines Day, 3) late April - final exams.

ETV recipients will be offered a mentor in his or her career field that will provide one-on-one coaching. All Mentees have a case manager who supports the mentoring relationship and will communicate as necessary with local program including the IL worker, foster parents, the school, members of the student’s personal support system, etc. Students who choose not to be matched with a volunteer mentor will receive education-related mentoring from the AL ETV coordinator. This bi-weekly check-in will help engage the student in the mentoring process and show them the advantages of having a mentor who provides one-on-one counseling and guidance.

Alabama youth will be recruited for OFA’s annual summer Public Service Intern Program for Foster Youth. Selected students are offered a 6-week internship on Capitol Hill or at a Federal Agency; all expenses are paid including a living stipend. OFA will help the student realize the full benefit of a prestigious Washington DC internship which may lead to employment opportunities, school credit, etc. AL students may also be invited to the annual OLIVER Project, a teen leadership program held in Washington DC each summer.

Program Reports regarding the ETV program will be submitted monthly and quarterly to the AL IL State Coordinator. The format will be mutually agreed upon using compatible software and will be encrypted and password protected.

- 1) Monthly report – number of referrals and self-referrals, and action taken and the amount and purpose funding provided to each student – this is a snapshot of the program
- 2) Quarterly status report on student/participant status report – grades, support services offered etc.,
- 3) Monthly reimbursement invoice: Administrative costs will be submitted for reimbursement to the contract administrator on a monthly basis.
- 4) End of the year report: A comprehensive summary of the results of the program and a youth/participation evaluation form.

CHAFEE PROGRAM

SERVING YOUTH OF VARIOUS AGES AND STAGES

Youth receive services at various ages and at various stages of achieving independence without regard to their eligibility for Title IV-E funded foster care. Youth of all ages are entitled to receive age-appropriate services, including opportunities to learn independent living skills and receive unique services as determined by the child and family planning team. Youth may stay in care by State of Alabama law until their 21st birthday. Aftercare assistance is available to youth who leave care between their 18th and 21st birthday in the form of financial assistance or services.

Technical assistance and training is being provided to County Department of Human Resources to ensure that the Independence Program is uniform throughout the state and still accommodate county modifications. Policy states that each county program is expected to include 4 components for all youth in their program. The components for each youth are: Promoting a sense of control over their future, Promoting a sense of competency, Promoting a sense of permanency, and Promoting a sense of usefulness.

CONSULTATION WITH PUBLIC AND PRIVATE ORGANIZATIONS IN DEVELOPING PLAN

Refer to Section titled: Other Ongoing Involvement/Consultation In Planning

DESCRIPTION OF THE CFCIP SERVICES PROVIDED AND ACTIVITIES CONDUCTED

Alabama's State Department of Human Resources allows each county to provide their own Foster Care Independence Program. To support each county the State Department awards each of Alabama's 67 counties funds to provide direct independent living services and supports for their foster teens. In addition to funding county programs, the State Department provides training, technical support and resource development services. County Departments apply for and receive funds based on the amount of funds available and an annual application in which the

County's Program Plan is submitted. County programs provide the educational training and financial services necessary for foster teens to acquire the skills that they will need after they are emancipated from care. Some examples of services provided through group activities include: budgeting, avoiding risky behaviors, basic first aid, cultural diversity, communication, job seeking, values & responsibilities, public speaking and voting, grief and loss issues, household management, budgeting, purchasing and insuring a car, safe driving, and teen stress. Experiential activities included: tours of college campuses, shopping trips (money management and social skills), visit to a nursing home, driver's education, camps, planning menus and preparing meals, completing job applications, participation at child abuse prevention carnival, participation in March of Dimes Walk America, opening bank accounts, and various extracurricular activities.

Residential Child Facilities continue to express interest in developing or enhancing their transitional and independent living programs. See section on the Office of Licensing and Resource Development for additional information. Other group homes do not have Transitional Living placements but do provide IL services.

II. CRITERIA FOR DETERMINING BENEFITS AND SERVICES

Each youth is involved in the development of their individualized service plan (ISP). The ISP is created in partnership with the youth and family planning team. The ISP identifies the strengths and needs, goals the youth is to work toward to reach the desired case outcome, and steps to be taken by the youth and family planning team members. The ISP is used to authorize and deliver services, and to measure progress toward goals necessary to make the transition to self-sufficiency. An extensive assessment using the Daniel Memorial Program is completed on each teen in the program to determine the skills the teen has mastered and the skills that the teen needs to acquire. Informal assessments also provide information about a youth's needs. The ISP includes results of life skill assessments and independent/transitional living plans. The ISP is updated every six months at a minimum but can be updated as the need for other services and supports are identified. The youth is given a copy of the plan.

INVOLVEMENT OF PUBLIC AND PRIVATE SECTORS IN HELPING ADOLESCENTS ACHIEVE SELF-SUFFICIENT INDEPENDENCE

As in the past, the Governor has signed Senior Certificates for our graduating high school senior.

Information is provided to youth and staff about community-based employment centers and job training employment opportunities such as those identified in the Work Force Investment Act of 1998 and the Department of Labor Welfare-to-Work Program.

County Departments of Human Resources provide assistance with preparation for job readiness through life skills development classes. Youth are provided opportunities for career exploration such as guided tours of major employers, attending job fairs and career seminars and by helping with job search support and placement programs. Mobile County youth participated in job shadowing through the Mentor programs. Statewide there are limited opportunities that are available for job shadowing and apprentice programs. It is anticipated that as services under Welfare-to-Work and Workforce Investment Act become available there will be more opportunities for job shadowing and apprenticeship training.

The Department is collaborating with the Workforce Investment Agency and other agencies that serve youth in ETA's new strategic vision to serve out-of-school and at-risk-youth under the Workforce Investment Act.

Alabama Department of Human Resources provided personal and emotional support through mentors and the promotion of interactions with dedicated adults. Currently the State funds one mentor program. Mentor programs continue to be an important aspect of Alabama's ILP. Funds have allowed the on going funding for the Mobile County based program. Connections, the Mobile-based program, began in 1992. It continues to be a stable resource for ILP Teens in Mobile County. Services include recruitment of potential mentors from various community organization and interviews and training to ensure mentors have the background and knowledge to model a stable, healthy relationship. Initial meetings between the youth and mentor are arranged after the Mentor Program staff and youth's social worker discuss the

possibility of success of the match. One of the resources used to select a match is a survey completed by the youth listing information such as their goals.

County Departments of Human Resources are encouraged to develop relationships with community-based organizations to form partnerships for providing mentor programs. Businesses will be encouraged to participate by providing opportunities for apprenticeships and job shadowing opportunities.

Alabama Department of Human Resources is continuously working to develop new resources and connecting youth to existing resources. At the state level, the Independent Living Program works closely with the Office of Resource Management to identify and locate resources. Each county office has an identified Resource Development staff member who is available to assist in resource development for the county and for individual youth.

III. AVAILABILITY OF MEDICAID TO YOUTH AGES 18-21

By policy, youth in Alabama may remain in care until their 21st birthday and are eligible for ACFC Medicaid provided all points of eligibility are met. If a youth is discharged from care prior to their 21st birthday, Medicaid is not available.

IV. SERVICES TO YOUTH AGES 18-20

Youth of all ages are entitled to receive age-appropriate services, including opportunities to learn independent living skills and receive unique services as determined by the child and family planning team. Youth may stay in care by State of Alabama law until their 21st birthday. Aftercare assistance is available to youth who leave care between their 18th and 21st birthday in the form of financial assistance or services.

Alabama provides each youth exiting the foster care system with a one time stipend of \$500.00 for start up cost. A one-time grant in the amount of \$100 is available for youth exiting care from one of the 5 counties that received the 4,000 grant from the Free and Accepted Masons of Alabama. Aftercare financial assistance and support services continue to be available to youth who leave the system prior to their 21st birthday.

For youth that are in care on their 18th birthday, policy allows for the youth to re-enter foster care if the need arises. If the youth needs to re-enter foster care or remain in their own home, financial, housing, counseling, employment, education and other appropriate support and services are also to be provided as needed until the 21st birthday.

Room and board payments are available for youth who choose to remain in care after their 18th birthday or for those who leave care after their 18th birthday on a case-by-case basis. County staff must make such requests to their State ILP consultant to ensure no more than 30% of the State funds are used for room and board. Room and board funds may be used to assist with dorm room deposits or to make limited payments on rent when a plan is in place to ensure the youth will continue to have housing available after the assistance is no longer available.

GOAL

Independent Living Services will be provided to Foster Children who are expected to remain in care until their 18th birthday to teach them the skills needed to live autonomously.

1. OBJECTIVE

The ILP unit will conduct, coordinate, and provide consultation for all county social workers with ILP responsibilities. Progress will be monitored through county feedback and the annual DHR Quality Assurance process.

Alabama's State Department of Human Resources allows each county to provide their own Independent Living Program so that the program can be individualized to the needs of the youth in the county. To support each county the State Department awards each of Alabama's 67 counties the funds to provide ILP services for their foster teens. The counties provide an extensive array of services to ILP Teens in their county. The services include life skills development through individual group and experiential activities. Support services that ensure a foster teen's preparation for independence are provided by the counties with ILP funds.

Consultants visit county offices and group homes to review records and talk with staff about the program. Documentation through reports is maintained on each county review and follow up contacts are made with county offices to address recommended improvements.

Consultants are also available to discuss individual cases and to participate in Individual Service Plan meetings as needed.

Consultants will review data available on the Orphan Foundation website to assess county referrals for youth to obtain funds available for their post-secondary education.

Meetings will be held with county offices and group homes to ensure they are aware of the most recent policies and practices for working with foster youth.

2. OBJECTIVE

The ILP unit will assist county DHR staff in the development of programs to promote successful outcomes for youth. The programs will be tailored to meet the individual county and adolescent needs.

A commitment to seeking increased community support and resources to enhance and expand the program continues to be a major focus of the State Independent Living Program. Every County DHR Office develops an annual plan for their program and submits the proposal in order to receive funding. State ILP consultants work with county staff during the year to assist in program development.

We will explore the possibility of postsecondary schools and high school counselors assisting youth in planning their careers and education needs.

3. OBJECTIVE

ILP teens will participate in the development of a Statewide program.

Youth Advisory Councils (YAC) are in place in several county offices. We will continue working with other county offices to develop YACs. A statewide YAC has been developed. They have met several times during the Spring of 06 in order to help develop the annual teen conference. Their recommendations were adopted and utilized to ensure the conference is a success.

4. OBJECTIVE

ILP teens will have access to information about the program and activities and will have opportunities to express their opinions.

Several counties have developed a newsletter that is mailed to youth in care who are 14 and older. The newsletter is an opportunity for youth to receive announcements about the program and to have their poems, letters, stories, and artwork published.

The Department continues to explore the development of a website and a 1-800 number will offer information about the IL program and activities and will

also allow access to various other sites that will be helpful and of interest to the youth.

The website and the 1-800 number will both offer information to youth about the opportunities available for educational financing and encourage youth to reach their academic potential.

5. OBJECTIVE

Foster parents and child welfare staff will be trained in the positive youth development concept.

Line child welfare staff and supervisors will be offered training during the year in order to allow them to work with youth and using youth as resources in developing their own plan and accepting responsibility for the success of the plan. Foster parents training has begun during their regional meetings and monthly county AFAPA meetings on working with youth and offering youth opportunities to practice skills and learn independence.

6. OBJECTIVE

Residential Child Care Facilities will be offered funding to enable them to enhance their Independent Living Programs.

Each year residential child care facilities that accept foster youth in care will be given the opportunity to apply for assistance ranging from \$500 to \$1500 per year to enhance their Independent Living Programs. Funding will be approved based on the planned use of the funds and the number of foster youth housed in the facility at the time of the application (shelter funding will be based on the average number of foster youth housed during the preceding year).

7. OBJECTIVE

Provide IL teens with the opportunity for interaction with dedicated adults.

We will continue funding one mentor program that currently work with one of the largest counties in the State. We will explore the possibility of funding

two more programs that will serve two of the other larger counties in the State.

Youth who are participating in post-secondary education will also be offered mentor opportunities through mentoring available through the contract with the Orphan Foundation of America.

FY 2007 CFCIP FUNDS REQUESTED

Federal Funds Requested **\$1,631,326**

State Match Amount **\$407,832**

Sources **Business Donations - Cash and Items**
Private Donations - Cash and Items
Volunteer Time

Amount of Federal Funds to be Used for Room and Board **\$100,000**

States must also complete line 9 of the CFS-101 that they submit with their Annual Progress and Services Report by June 30, 2006.

I certify that I am authorized to submit the CFCIP application for FY 2007 funds in the State of **Alabama**.

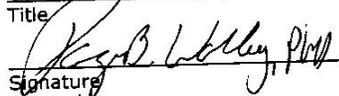
Application submitted by:

Page B. Walley, Ph.D.

Name

Commissioner - State of Alabama Department of Human Resources

Title



Signature

6/29/06

Date

Approval Date: _____

Signature of ACF Regional Administrator or Hub Director

FY 2007 ETV FUNDS REQUESTED

Federal Funds Requested **\$557,240**

State Match Amount **\$139,310**

Sources **Business Donations – Cash and Items
Private Donations – Cash and Items
Volunteer Time**

States must also complete line 9 of the CFS-101 that they submit with their Annual Progress and Services Report by June 30, 2006.

I certify that I am authorized to submit the ETV application for FY 2007 funds in the State of **Alabama**.

Application submitted by:

Page B . Walley. Ph.D.
Name

Commissioner – State of Alabama Department of Human Resources
Title


Signature

6/29/06
Date

Approval Date: _____

Signature of ACF Regional Administrator or Hub Director

FINANCIAL STATUS REPORT
(Short Form)

Organization Information

1. Federal Agency and Org. Element to Which Report is Submitted OA/OFS/Division Of State Systems Policy		2. Federal Grant or Other Identifying Number Assigned By Fed. Agency 0501ALCETV	
3. Recipient Organization			
Name AL - Alabama		Title	
Address Line 1			
Address Line 2			
Address Line 3 50 N Ripley ST			
City Montgomery	State AL	Zip Code 36130	Zip Ext.
4. Employer Identification Number 1636000619A6	5. Recipient Account Number or Identifying Number Chafee ETV	6. Final Report NO	7. Basis CASH
8a. Funding/Grant Period From: 10/01/2004	8b. To: 09/30/2006	9a. Period Covered by this report From: 10/01/2004	9b. To: 09/30/2005

Transaction Information

SECTION A: TRANSACTIONS	I. Previously Reported	II. This Period	III. Cumulative
10a. Total Outlays	\$0	\$29,769	\$29,769
10b. Recipient share of net outlays	\$0	\$5,954	\$5,954
10c. Federal share of outlays	\$0	\$23,815	\$23,815
10d. Total unliquidated obligations			\$0
10e. Recipient's share of unliquidated obligations			\$0
10f. Federal share of unliquidated obligations			\$0
10g. Total federal share			\$23,815
10h. Total federal funds authorized for this funding period			\$534,236
10i. Unobligated balance of federal funds (Line 10h minus line 10g)			\$510,421

Indirect Expense / Signature

11a. Indirect Expense Type of Rate			
Provisional	Predetermined	Final	Fixed
11b. Indirect Expense Rate 0.00%	11c. Indirect Expense Base \$0	11d. Indirect Expense Total Amount \$0	11e. Indirect Expense Federal Share \$0
12. Remarks Recipient excess expenditures (if any) - Recipient excess Obligations (if any) - Indirect Expense Rate - Other -			
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.			
Certification Date	Certification Title	Telephone Number	
Signature	Signature Date		October 28, 2005
Submit Date:			

P. L. Corley
Deputy Commissioner, Fiscal and Administrative Services

NSN 7540-01-218-4387

269-202

Standard Form 269A (Rev. 7/97)
Prescribed by OMB Circulars A-102 and A-110

FINANCIAL STATUS REPORT
(Short Form)

Organization Information

1. Federal Agency and Org. Element to Which Report is Submitted OA/OFS/Division Of State Systems Policy		2. Federal Grant or Other Identifying Number Assigned By Fed. Agency 0401ALCETV	
3. Recipient Organization			
Name AL - Alabama		Title	
Address Line 1			
Address Line 2			
Address Line 3 50 N Ripley ST			
City Montgomery	State AL	Zip Code 36130	Zip Ext.
4. Employer Identification Number 1636000619A6	5. Recipient Account Number or Identifying Number Chafee ETV	6. Final Report YES	7. Basis CASH
8a. Funding/Grant Period From: 10/01/2003	8b. To: 09/30/2005	9a. Period Covered by this report From: 10/01/2004	9b. To: 09/30/2005

Transaction Information

SECTION A: TRANSACTIONS	I. Previously Reported	II. This Period	III. Cumulative
10a. Total Outlays	\$0	\$626,640	\$626,640
10b. Recipient share of net outlays	\$0	\$125,328	\$125,328
10c. Federal share of outlays	\$0	\$501,312	\$501,312
10d. Total unliquidated obligations			\$0
10e. Recipient's share of unliquidated obligations			\$0
10f. Federal share of unliquidated obligations			\$0
10g. Total federal share			\$501,312
10h. Total federal funds authorized for this funding period			\$501,312
10i. Unobligated balance of federal funds (Line 10h minus line 10g)			\$0

Indirect Expense / Signature

11a. Indirect Expense Type of Rate	Provisional	Predetermined	Final	Fixed
11b. Indirect Expense Rate 0.00%	11c. Indirect Expense Base \$0	11d. Indirect Expense Total Amount \$0	11e. Indirect Expense Federal Share \$0	
12. Remarks Recipient excess expenditures (if any) - Recipient excess Obligations (if any) - Indirect Expense Rate - Other -				
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.				
Certification Name: Jill D. Faciane	Certification Title Financial Operations Specialist	Telephone Number		
Signature 		Signature Date 12/07/2005		
Submit Date: 12/07/2005				

**FINANCIAL STATUS REPORT
(Short Form)**

Organization Information

1. Federal Agency and Org. Element to Which Report is Submitted OA/OFS/Division Of State Systems Policy		2. Federal Grant or Other Identifying Number Assigned By Fed. Agency 0501AL1420	
3. Recipient Organization			
Name AL - Alabama		Title	
Address Line 1			
Address Line 2			
Address Line 3 50 N Ripley ST			
City Montgomery	State AL	Zip Code 36130	Zip Ext.
4. Employer Identification Number 1636000619A6	5. Recipient Account Number or Identifying Number IV-E ILP	6. Final Report NO	7. Basis CASH
8a. Funding/Grant Period From: 10/01/2004	8b. To: 09/30/2006	9a. Period Covered by this report From: 10/01/2004	9b. To: 09/30/2005

Transaction Information

SECTION A: TRANSACTIONS	I. Previously Reported	II. This Period	III. Cumulative
10a. Total Outlays	\$0	\$189,231	\$189,231
10b. Recipient share of net outlays	\$0	\$37,846	\$37,846
10c. Federal share of outlays	\$0	\$151,385	\$151,385
10d. Total unliquidated obligations			\$0
10e. Recipient's share of unliquidated obligations			\$0
10f. Federal share of unliquidated obligations			\$0
10g. Total federal share			\$151,385
10h. Total federal funds authorized for this funding period			\$1,563,344
10i. Unobligated balance of federal funds (Line 10h minus line 10g)			\$1,411,959

Indirect Expense / Signature

11a. Indirect Expense Type of Rate			
Provisional	Predetermined	Final	Fixed
11b. Indirect Expense Rate 0.00%	11c. Indirect Expense Base \$0	11d. Indirect Expense Total Amount \$0	11e. Indirect Expense Federal Share \$0
12. Remarks Recipient excess expenditures (if any) - Recipient excess Obligations (if any) - Indirect Expense Rate - Other -			
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.			
Certification Name: James D. Connell	Certification Title Finance Director	Telephone Number	
Signature		Signature Date 10/24/2005	
Submit Date :			

**FINANCIAL STATUS REPORT
(Short Form)**

Organization Information

1. Federal Agency and Org. Element to Which Report is Submitted OA/OFS/Division Of State Systems Policy		2. Federal Grant or Other Identifying Number Assigned By Fed. Agency 0401AL1420	
3. Recipient Organization			
Name AL - Alabama		Title	
Address Line 1			
Address Line 2			
Address Line 3 50 N Ripley ST			
City Montgomery	State AL	Zip Code 36130	Zip Ext.
4. Employer Identification Number 1636000619A6	5. Recipient Account Number or Identifying Number IV-E ILP	6. Final Report YES	7. Basis CASH
8a. Funding/Grant Period From: 10/01/2003	8b. To: 09/30/2005	9a. Period Covered by this report From: 10/01/2004	9b. To: 09/30/2005

Transaction Information

SECTION A: TRANSACTIONS	I. Previously Reported	II. This Period	III. Cumulative
10a. Total Outlays	\$0	\$1,920,226	\$1,920,226
10b. Recipient share of net outlays	\$0	-\$384,045	\$384,045
10c. Federal share of outlays	\$0	\$1,536,181	\$1,536,181
10d. Total unliquidated obligations			\$0
10e. Recipient's share of unliquidated obligations			\$0
10f. Federal share of unliquidated obligations			\$0
10g. Total federal share			\$1,536,181
10h. Total federal funds authorized for this funding period			\$1,536,181
10i. Unobligated balance of federal funds (Line 10h minus line 10g)			\$0

Indirect Expense / Signature

11a. Indirect Expense Type of Rate			
Provisional	Predetermined	Final	Fixed
11b. Indirect Expense Rate 0.00%	11c. Indirect Expense Base \$0	11d. Indirect Expense Total Amount \$0	11e. Indirect Expense Federal Share \$0
12. Remarks Recipient excess expenditures (if any) - Recipient excess Obligations (if any) - Indirect Expense Rate - Other -			
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.			
Certification Name: James D. Connell	Certification Title Finance Director	Telephone Number	
Signature 		Signature Date 12/08/2005	
Submit Date :			

2005-2006 Alabama Education & Training Voucher Program Data

Total 2005-6 AL-ETV Applicants = 135

- (90.4%) Eligible Applicants
- (9.6%) Ineligible Applicants

Of the 2005-6 122 Eligible Students:

- (82.0%) = Returning 2004-5 Students
- (18.0%) = New 2005-6 Students

Of the 100 Students 2004-5 Students returning for 2005-6:

- (95.0%) = Funded
- (5.0%) = Unfunded

Of the 22 New 2005-6 Students:

- (91.0%) = Funded
- (9.0%) = Unfunded

2005-6 Students:

- (94.3%) = Funded
- (5.7%) = Unfunded

Approximately 140 students will be funded in the 2006 – 07 academic year.

APPENDIX 10
STATE QA SUSTAINABILITY REVIEWS
JUNE 1, 2005 – MAY 31, 2006

QA Onsite Reviews from 6/1/05 – 5/31/06

County

Lamar County
Tallapoosa County
Crenshaw County
Marengo County
Chilton County
Houston County
Fayette County
Montgomery County *
Jefferson County *
Pike County
Chambers County **
Randolph County **
Macon County **
Conecuh County **
Marshall County **
Choctaw County
Baldwin County
Jackson County **
Marion County
Lauderdale County **
Dale County
Lee County **
Bullock County
Madison County
Shelby County

* Review activity from both the Court Monitor and the Family Services Division took place in these two counties.

** Review activity by the Court Monitor

APPENDIX 11
OTHER PROGRAM TRAINING

OTHER PROGRAM TRAINING

Summary of Training other than Alabama Child Welfare Training (ACT)

- QA Coordinator Training
- QA Adjunct Reviewer Training
- Pre-service Preparation Training for foster parent applicants
- Statewide joint training of judges, attorneys and DHR staff on provisions of ASFA around permanency, including concurrent planning, court hearings and court orders.
- Training social work and supervisory staff of county departments in the policy and claiming responsibilities for the Medicaid Rehabilitative Program and the Targeted Case Management (TCM) Program
- STAC training was offered through a statewide training for County Directors, supervisors and financial officers
- STAC training is currently offered on a regional basis for new employees and as a refresher for existing staff
- Training of providers by OFRM regarding Medicaid Rehab Services and billing
- Training, evaluation and consultation is provided by ORM to clarify and support providers in meeting the specialized needs of children
- Training on the Drug Court program and on symptoms/signs of drug/alcohol use and what to look for in investigating a home/caregiver with drug abuse allegation has been provided to DHR social workers in Calhoun County and other community resources by the Drug Court Team.
- Forensic interview training for county social workers and supervisors (CAPTA funds)
- Children's Justice funds are being used to provide this training to multidisciplinary investigative team members.
- Two sessions of basic Homebuilders training, motivational interviewing, critical thinking skills, basic and advanced training for Family Options Supervisors, responsive supervision, implementing cognitive strategies, working with parents with cognitive limitations, ethical issues in in-home services, working with children and adults with mental health issues, and working with drug affected families will have been provided to Family Options staff, Family Options Aftercare staff, and supervisors from both programs by the end of the fiscal year
- Quarterly training is occurring between foster parent regional reps, county AFAPA presidents, county directors, county resource workers, foster parent liaisons, foster care staff liaisons, and state representation; this training is focused on sharing policy, and expectations from all areas involved in ensuring the children's needs are being met
- Group Preparation and Selection (GPS) is required of all foster and adoptive parents in Alabama
- AFAPA sponsors an annual training conference for foster and adoptive parents and DHR staff; in April 2006, the AFAPA Annual Conference included an adoption tract with a variety of speakers from the public and private sector
- ICPC Program Manager, attended the Annual ICPC conference held in Nashville, Tennessee (April 28 – May 3, 2006)
- Office of Child Welfare Consultation has initiated a regional training to increase capacity in line supervisors to coach and model the Individualized Service planning to include increased capacity to assess a family's capacity to meet the needs of their children; start date for the training is June 2006
- In September 2006, training foster parents in the counties surrounding the Montgomery area will take place addressing how to sustain placements, keep children safely in their own homes
- A new session of training regarding childhood trauma will begin in the fall of 2006; training will target SEBD children and networking with local mental health agencies

- Foster parents training has begun during regional meetings and monthly county AFAPA meetings on working with youth and offering youth opportunities to practice skills and learn independence
- Family Services staff attended the Third Annual Fatherhood Conference in Birmingham, May 3 – 5, 2006
- Training regarding Medicaid Rehab Services was provided to contract staff who will be utilizing the Multidimensional Assessment Tool (MAT).

APPENDIX 12
CHILD WELFARE TRAINING COSTS

Child Welfare Training Costs

(This section will contain information regarding all training charged to IV-B and IV-E)

A number of organizational areas within DHR support Family Services and charge a portion of the training they provide to child welfare funds. In addition to the training provided by Family Services, other training funded by IV-B and/or IV-E are:

Title of Training	Office Responsible	Training Description
Targeted Case Management (TCM)	Financial Resource Management	TCM training changed from an Online Certification process to a regional classroom setting effective December 2005 . The online program is designed to provide general information about case management services for eligible Medicaid recipients. Staff must study Medicaid approved training material and pass a test in order to become certified to provide TCM services.
Medicaid Rehabilitative Services	Financial Resource Management	Training for Medicaid Rehabilitative services consists of a one-day session which focuses on the definition of eligible services, who is qualified to provide the service, when the services should be authorized, how to authorize the needed service, and the documentation required by the Medicaid Agency.
Performance Appraisal for Social Work Supervisors	Field Administration	This training focuses on the following concepts: analyzing social work positions to create responsibility and results statements as required by the state's appraisal system; preparing, scheduling, and conducting formal appraisal meetings to include agenda planning and interpersonal skills; preparing accurate annual ratings according to the state's rating system; and maintaining formal and informal records to document management decisions.
Avoiding Wrongful Discharge in the Social Work Environment	Field Administration	This training focuses on the following: Positive Discipline Concept and aspects of related employment law; discuss examples of the main processes as they typically occur in a county social work environment (observing employee behaviors, intervention, supervisory judgement, disciplinary progression, performance notes, formal meetings and documentation, consistency of approach and interpersonal skills); overview of advanced discipline levels in state service; work examples of disciplinary process through video vignettes.
Interview and Selection in the Social Work Environment	Field Administration	The objective of this training is that supervisors will provide effective and legal job interviews in social work agencies including: context of hiring for state service as well as the steps of preparation and conduct for an interview; three broad areas of interview questions and give examples of proper questions for the specific job openings; areas of

		illegal questions and give examples of legal ways to ask about legitimate business interests; concept of a "structured, behavioral interview."
Supervision and Leadership for Social Work Supervisors	Field Administration	The objectives for this training cover: terminology and major elements of the Situational Leadership Model; recognition of examples from video scenes of supervisors properly using directive and supportive skills; diagnosis of development level of current social work staff on job tasks and discuss Situational Leadership methods (Flexibility) to increase performance potential; appreciation of the value of sharing responsibility with employees.

DHR encourages entry into the profession of social work by supporting programs and activities at several universities. DHR supports student scholarships and stipends, a license review course for social work licensure candidates, and student field placement services at the University of Alabama, Jacksonville State University, Troy University, the University of Montevallo, the University of North Alabama, Alabama A&M University, Alabama State University, and Auburn University. DHR splits the cost of stipends and other funding for social work programs through funding based on the penetration rate, i. e., the ratio of children in foster care who are IV-E eligible to the total number of children in foster care.

APPENDIX 13
TRAINING ACTIVITIES/EVENTS CHECKLISTS

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Interview and Selection in the Social Work Environment. Training describes the context, planning and skills involved in a "structured behavioral interview" which is designed to improve the validity, reliability and legality of hiring interviews. This training is intended for administrators, managers and supervisors. Training needs are tracked and assessed through a bi-weekly computer search. This class is expected to be scheduled three times per year.

FIELD OP & TRNG 1 (9/06)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input type="checkbox"/> Placement of Child
<input type="checkbox"/> Rate Setting	<input type="checkbox"/> Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/> Case Management
<input type="checkbox"/> Referral to Services	<input type="checkbox"/> Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/> Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/> In-house agency training staff		Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/> Public university ----->		
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/> Private university ----->		
<input checked="" type="checkbox"/> Conference/workshop	<input type="checkbox"/> Other ----->		

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	1	Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)		Hours per day
		Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/> Adoptive parents
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/> Child caring agency staff
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/> Child placement agency staff
<input type="checkbox"/> Foster parents	<input type="checkbox"/> Other State agency staff (JJ, MH, DD, etc.)
	<input type="checkbox"/> Other community staff (medical, legal, police)

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class			27	Total Cost	\$1,519.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Employees use their own Program Effort Codes to cost out their training. Most will be service workers whose cost is distributed/based on Random Moment Sampling.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/> CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/> IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input checked="" type="checkbox"/> State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input checked="" type="checkbox"/> Other, Specify Child Support
<input checked="" type="checkbox"/> TANF	<input checked="" type="checkbox"/> Other, Specify Title XIX
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/> Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Performance appraisal for social worker supervisors describes techniques and skills to write action and outcome based performance criteria, conduct formal and informal meetings with employees, document and rate employee performance objectively according to an established rating scale. This training was designed for administrators, managers and supervisors. Training needs are tracked and assessed through a bi-weekly computer search. This class is expected to be scheduled three times per year.

FIELD OP & TRNG 2 (9/06)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input checked="" type="checkbox"/> IV-E Eligibility Determination or Redetermination <input checked="" type="checkbox"/> Rate Setting <input checked="" type="checkbox"/> Hearings and Appeals <input checked="" type="checkbox"/> Referral to Services <input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input checked="" type="checkbox"/> Placement of Child <input checked="" type="checkbox"/> Development and Maintenance of Case Plan <input checked="" type="checkbox"/> Case Management <input checked="" type="checkbox"/> Recruitment/Licensing of Foster/Adoptive Homes and Institutions <input checked="" type="checkbox"/> Data Collection and Reporting
---	---

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency) <input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees) <input type="checkbox"/> Continuing In-Service (On-going training for existing employees) <input checked="" type="checkbox"/> Conference/workshop	<input checked="" type="checkbox"/> In-house agency training staff Specify <input type="checkbox"/> Public university -----> <input type="checkbox"/> Private university -----> <input type="checkbox"/> Other ----->
--	---

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks) <input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input checked="" type="checkbox"/> 1 Days <input type="checkbox"/> Hours per day <input type="checkbox"/> Credit hours
--	---

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan <input type="checkbox"/> Volunteers of State/local agency administering State Plan <input type="checkbox"/> Persons preparing for employment with State/local agency <input type="checkbox"/> Foster parents	<input type="checkbox"/> Adoptive parents <input type="checkbox"/> Child caring agency staff <input type="checkbox"/> Child placement agency staff <input type="checkbox"/> Other State agency staff (JJ, MH, DD, etc.) Specify <input type="checkbox"/> Other community staff (medical, legal, police)
--	--

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or <input type="checkbox"/> Cost per class/training function <input checked="" type="checkbox"/> Other (specify) SEE BELOW	<table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <tr> <td style="width: 15%;">Unit cost</td> <td style="width: 15%;">\$0.00</td> <td style="width: 15%;">No. Trainees</td> <td style="width: 15%;">0</td> <td style="width: 15%;">Total Cost</td> <td style="width: 15%;">\$0.00</td> </tr> <tr> <td>Estim. no. of trainees in class</td> <td></td> <td>24</td> <td>Total Cost</td> <td>\$1,350.00</td> <td></td> </tr> </table>	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00	Estim. no. of trainees in class		24	Total Cost	\$1,350.00	
Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00								
Estim. no. of trainees in class		24	Total Cost	\$1,350.00									

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E/IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS) <input type="checkbox"/> IV-B-2 (PSSF) <input checked="" type="checkbox"/> IV-E Foster Care <input checked="" type="checkbox"/> IV-E Adoption <input checked="" type="checkbox"/> TANF <input checked="" type="checkbox"/> SSBG	<input type="checkbox"/> CAPTA <input type="checkbox"/> IV-E Chafee ILP <input checked="" type="checkbox"/> State only (mark only if other than non-Fed match) <input checked="" type="checkbox"/> Other, Specify Child Support <input checked="" type="checkbox"/> Other, Specify Title XIX <input type="checkbox"/> Other, Specify
---	---

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Avoiding wrongful discharge in the social work environment. Training describes the concept of progressive discipline, including the four levels and general legal issues; DHR advanced discipline procedures; and specific techniques to conduct the lower levels of discipline effectively, and provide the employee an opportunity to improve. This training was designed for administrators, managers and supervisors. Training needs are tracked and assessed through a bi-weekly computer search. This class is expected to be scheduled three times per year.

FIELD OP & TRNG 3 (9/06)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input type="checkbox"/> Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/> Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/> Case Management
<input type="checkbox"/> Referral to Services	<input type="checkbox"/> Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/> Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/> In-house agency training staff		Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/> Public university ----->		
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/> Private university ----->		
<input checked="" type="checkbox"/> Conference/workshop	<input type="checkbox"/> Other ----->		

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	1	Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
	<input type="checkbox"/>	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/> Adoptive parents
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/> Child caring agency staff
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/> Child placement agency staff
<input type="checkbox"/> Foster parents	<input type="checkbox"/> Other State agency staff (JJ, MH, DD, etc.)
	<input type="checkbox"/> Other community staff (medical, legal, police)

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class			23	Total Cost	\$1,294.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV E/IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/> CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/> IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input checked="" type="checkbox"/> State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input checked="" type="checkbox"/> Other, Specify Child Support
<input checked="" type="checkbox"/> TANF	<input checked="" type="checkbox"/> Other, Specify Title XIX
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/> Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Supervision and Leadership for Social Work Supervisors. Training describes skills and techniques associated with two major supervisory skills of diagnosis and flexibility. The supervisor diagnoses the employee's competence and commitment for a task, then responds flexibly with direction and support to help the employee develop. This training was designed for administrators, managers, and supervisors. Training needs are tracked and assessed through a bi-weekly computer search. This class is expected to be scheduled three times per year.

FIELD OP & TRNG 4 (9/06)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input checked="" type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/> Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/> Development and Maintenance of Case Plan
<input checked="" type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/> Case Management
<input checked="" type="checkbox"/> Referral to Services	<input checked="" type="checkbox"/> Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input checked="" type="checkbox"/> Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/> In-house agency training staff
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/> Public university -----> Specify
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/> Private university ----->
<input checked="" type="checkbox"/> Conference/workshop	<input type="checkbox"/> Other ----->

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/> 1 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/> Hours per day
	<input type="checkbox"/> Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/> Adoptive parents
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/> Child caring agency staff
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/> Child placement agency staff
<input type="checkbox"/> Foster parents	<input type="checkbox"/> Other State agency staff (JJ, MH, DD, etc.) Specify
	<input type="checkbox"/> Other community staff (medical, legal, police)

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class		17	Total Cost	\$956.00	
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV E/IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/> CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/> IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input checked="" type="checkbox"/> State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input checked="" type="checkbox"/> Other, Specify Child Support
<input checked="" type="checkbox"/> TANF	<input checked="" type="checkbox"/> Other, Specify Title XIX
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/> Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Alabama Child Welfare Training (ACT I) basic child welfare skills curriculum for social workers and supervisors: three residential weeks & four OJT components. ACT is based on five foundation concepts: belief that people can change; respecting the family's culture; joining with families; building partnerships with birth families and adoptive/foster families in partnership working with families in an ecological system framework.

OCWT-1 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff		Specify
<input checked="" type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->		
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->		
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->		

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks) seven	<input type="checkbox"/>	35	Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	<input type="checkbox"/>	Hours per day
	<input type="checkbox"/>	<input type="checkbox"/>	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents		
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	<input type="checkbox"/>	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input checked="" type="checkbox"/>	Child placement agency staff	<input type="checkbox"/>	Specify
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)		
	<input type="checkbox"/>	Other community staff (medical, legal, police)		

Costing method

Estimated total cost

Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
Cost per class/training function	Estim. no. of trainees in class		400	Total Cost	\$300,000.00	
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Leader certification training in Group Preparation and Selection (GPS) for prospective foster/adoptive parents and county staff and foster parents and qualified staff of licensed child placing agencies who will lead groups of foster/adoptive applicants thru the process of licensure or approval. Leader certification sequences consist of 2 weeks of classroom training focusing on GPS curriculum and leader facilitation skills.

OCWT-2 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input type="checkbox"/>	Case Management
<input type="checkbox"/> Referral to Services	<input checked="" type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff	Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->	<input style="width: 100%;" type="text"/>
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	<input style="width: 100%;" type="text"/>
<input checked="" type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	<input style="width: 100%;" type="text"/>

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	10 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
	<input type="checkbox"/>	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input checked="" type="checkbox"/>	Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input checked="" type="checkbox"/>	Child placement agency staff	
<input checked="" type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
	<input type="checkbox"/>	Other community staff (medical, legal, police)	<input style="width: 100%;" type="text"/>

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class		125	Total Cost	\$62,500.00	
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care 407	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Deciding Together is a foster/adoptive preparation and selection process designed for use with individuals/families whose geographic location or circumstances of employment prohibit attendance at the 10 weeks of group meetings included in Group Preparation and Selection (GPS).

OCWT-3 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input type="checkbox"/>	Case Management
<input type="checkbox"/> Referral to Services	<input checked="" type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff	Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->	
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	
<input checked="" type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	10 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
	<input type="checkbox"/>	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input checked="" type="checkbox"/>	Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input checked="" type="checkbox"/>	Child placement agency staff	
<input checked="" type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
	<input type="checkbox"/>	Other community staff (medical, legal, police)	

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class		30	Total Cost	\$3,000.00	
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Underlying Conditions is a two day training to provide workers with skills to analyze information about families with regard to underlying causes of risks, safety issues, patterns within the family's behaviors, and assessing the possibility of maintaining a child safely in the family's home. Four sessions are planned.

OCWT-5 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff	Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->	
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	2 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
	<input type="checkbox"/>	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff	
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
	<input type="checkbox"/>	Other community staff (medical, legal, police)	

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or		Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function		Estim. no. of trainees in class		100		Total Cost	\$20,000.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW							

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)		CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)		IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	427	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption		Other, Specify
<input type="checkbox"/> TANF		Other, Specify
<input type="checkbox"/> SSBG		Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

The Individualized Service Planning process for families who experience substance abuse is a four day training for workers to understand the dynamics of working with families involved in substance abuse. Nine classes are planned.

OCWT-6 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff	Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->	
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	4	Days	
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>		Hours per day	
			Credit hours	

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff	
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
		Other community staff (medical, legal, police)	

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class			225	Total Cost	\$45,000.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Practical Child Sexual Abuse Intervention is a 5 day training developed by the National Advocacy Center to enable workers to acquire skills in the investigation of child sexual abuse, and working with families that are impacted by child sexual abuse. It includes information regarding the dynamics of child sexual abuse. Five classes are planned for FY 04.

OCWT-7 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff	Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->	
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	5 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
	<input type="checkbox"/>	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff	
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
	<input type="checkbox"/>	Other community staff (medical, legal, police)	

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	<input type="checkbox"/>	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	<input type="checkbox"/>	Estim. no. of trainees in class			125	Total Cost	\$31,250.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW	<input type="checkbox"/>						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care ACT	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Practical Child Protection Services (CPS) was developed by the National Child Advocacy Center to enable workers to: distinguish between abuse and accidental injury; achieve crisis management; recognize emerging safety/removal factors; assign risk and safety priorities; assess level of risk in various family situations; assess ability/willingness of non-offending parent to protect child; assess probability of recurring safety issues. Three sessions are planned.

OCWT-8 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff	Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->	
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	5 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
		Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff	
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
		Other community staff (medical, legal, police)	

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class		75	Total Cost	\$18,750.00	
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care ACT	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Supervisor's Training is a five day training that covers basic skills for supervisory staff. This is part of ACT II. Six sessions are planned.

OCWT-9 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input checked="" type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff		Specify
<input checked="" type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->		
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->		
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->		

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	6 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
	<input type="checkbox"/>	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents		
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff		
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff		
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)		Specify
	<input type="checkbox"/>	Other community staff (medical, legal, police)		

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	<input type="checkbox"/>	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	<input type="checkbox"/>	Estim. no. of trainees in class		150		Total Cost	\$45,000.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW	<input type="checkbox"/>						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care 427	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify
<input type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Concurrent Permanent Planning is a 3-day training that increases understanding of how to work with the legal process to achieve safety and permanency for children; expand knowledge and skills of full disclosure and casework practices necessary to expedite permanency and enhance competency in helping families engage in the process of change; and practice integration of permanency concurrent planning concepts into the ISP team meetings. Eight sessions are planned.

OCWT 10 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff		Specify
<input checked="" type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->		
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->		
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->		

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	3	Days		
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>		Hours per day		
			Credit hours		

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents		
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff		
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff		
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)		Specify
		Other community staff (medical, legal, police)		

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class			125	Total Cost	\$18,750.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV-E / IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)		CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)		IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	427	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption		Other, Specify
<input type="checkbox"/> TANF		Other, Specify
<input type="checkbox"/> SSBG		Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Targeted Case Management (TCM) Training provides the knowledge base from which county staff can make informed decisions regarding available services, assist an individual to gain access to needed medical, social, educational & other services; & document services provided to the target group. TCM training changed from bi-monthly classroom sessions to an Online Certification process effective 03/05. For the remainder of FY05 & for FY06, it is anticipated that each new employee who will work with custodial children & who will be providing TCM services must study Online material & take a test in order to become certified to provide services. The Online program is designed to provide general information about case management services for eligible Medicaid recipients. REV MAX 1 (06/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input checked="" type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)		In-house agency training staff	Specify
<input checked="" type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input checked="" type="checkbox"/>	Public university ----->	UA-College of Cont Studies
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	5 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
	<input checked="" type="checkbox"/>	Credit hours 3.0 CEU CREDITS

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan		Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff	
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
	<input type="checkbox"/>	Other community staff (medical, legal, police)	

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or		Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input checked="" type="checkbox"/> Cost per class/training function	<input type="checkbox"/>	Estim. no. of trainees in class		15		Total Cost	\$844.00
<input type="checkbox"/> Other (specify)	<input type="checkbox"/>						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.). 2. Direct training costs (such as travel of employees, trainers' salaries & Fringe benefits) go into a pool & are distributed according to IV-E/IV-B Penetration Rate. Training cost for FY05 are as described from 10/1/04-2/28/05. For the remainder of FY05 (3/05-9/30/05) all staff will be certified by the Online course material offered through the University of Alabama College of Continuing Studies. The fee of \$250 per staff person certified is being covered by a SAIL grant which was received by the Medicaid Agency. It is anticipated that the \$250 fee will be charged to DHR after all grant money is expended. DHR has requested to be

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)		CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify Child Support
<input checked="" type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify Title XIX
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify - SAIL GRANT - AL MEDICAID AGENCY

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

Medicaid Rehabilitation Training provides definitions of eligible services and providers, a knowledge base from which county staff can make informed decisions regarding available services, the best way to offer services by qualified practitioners, how to authorize, document and seek reimbursement for services.

REV MAX 2 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input checked="" type="checkbox"/>	Placement of Child
<input type="checkbox"/> Rate Setting	<input checked="" type="checkbox"/>	Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input checked="" type="checkbox"/>	Case Management
<input checked="" type="checkbox"/> Referral to Services	<input type="checkbox"/>	Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input type="checkbox"/>	Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/>	In-house agency training staff	Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/>	Public university ----->	
<input checked="" type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/>	Private university ----->	
<input checked="" type="checkbox"/> Conference/workshop	<input type="checkbox"/>	Other ----->	

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	<input type="checkbox"/>	1 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/>	Hours per day
		Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/>	Adoptive parents	
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/>	Child caring agency staff	
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/>	Child placement agency staff	
<input type="checkbox"/> Foster parents	<input type="checkbox"/>	Other State agency staff (JJ, MH, DD, etc.)	Specify
		Other community staff (medical, legal, police)	

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class		15	Total Cost	\$844.00	
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct training costs (such as travel of employees, trainers' salaries and fringe benefits) go into a pool and are distributed according to IV E/IV-B Penetration Rate.

Indicate all applicable funding sources

<input checked="" type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/>	CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/>	IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care	<input type="checkbox"/>	State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/>	Other, Specify Child Support
<input checked="" type="checkbox"/> TANF	<input type="checkbox"/>	Other, Specify Title XIX
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/>	Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

ASSIST Mentor Training is for designated staff to prepare them to serve as advocate and facilitator of ASSIST and to be the liaison between the users and the ASSIST Help Desk. County mentors support ASSIST trainers in training sessions; support their local office staff with the implementation of the system; and serve as contact person for ASSIST related issues.

ASSIST 1 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input type="checkbox"/> Placement of Child
<input type="checkbox"/> Rate Setting	<input type="checkbox"/> Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input type="checkbox"/> Case Management
<input type="checkbox"/> Referral to Services	<input type="checkbox"/> Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input checked="" type="checkbox"/> Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input checked="" type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/> In-house agency training staff		Specify
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/> Public university ----->		
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/> Private university ----->		
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/> Other ----->		

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	8 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	6 Hours per day
	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/> Adoptive parents
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/> Child caring agency staff
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/> Child placement agency staff
<input type="checkbox"/> Foster parents	<input type="checkbox"/> Other State agency staff (JJ, MH, DD, etc.)
	<input type="checkbox"/> Other community staff (medical, legal, police)

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class			104	Total Cost	\$30,609.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct costs for travel & trainers' salaries/benefits are distributed based on RMS of service workers. All child related activities are charged to IV-E. All non-child activities are charged to SSBG. This is the approved methodology in the ASSIST APD.

Indicate all applicable funding sources

<input type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/> CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/> IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care IV-E 0447 Reporting Cat.	<input type="checkbox"/> State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption 1470	<input type="checkbox"/> Other, Specify
<input checked="" type="checkbox"/> TANF	<input type="checkbox"/> Other, Specify
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/> Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

ASSIST New User Training: training for ASSIST users to learn the application and functions of the system. This training is for caseworker supervisors, but may also be attended by administrators and managers, as needed.

ASSIST 2 (6/05)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input type="checkbox"/> Placement of Child
<input type="checkbox"/> Rate Setting	<input type="checkbox"/> Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input type="checkbox"/> Case Management
<input type="checkbox"/> Referral to Services	<input type="checkbox"/> Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input checked="" type="checkbox"/> Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/> In-house agency training staff
<input type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/> Public university -----> Specify
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/> Private university ----->
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/> Other ----->

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input checked="" type="checkbox"/> Short Term (Less than eight consecutive work weeks)	9 Days
<input type="checkbox"/> Long Term (Eight or more consecutive work weeks)	Hours per day
	Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/> Adoptive parents
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/> Child caring agency staff
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/> Child placement agency staff
<input type="checkbox"/> Foster parents	<input type="checkbox"/> Other State agency staff (JJ, MH, DD, etc.) Specify
	<input type="checkbox"/> Other community staff (medical, legal, police)

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or	Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function	Estim. no. of trainees in class		117	Total Cost	\$34,435.00	
<input checked="" type="checkbox"/> Other (specify) SEE BELOW						

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (supplies, printing, notebooks, etc.).
2. Direct costs for travel & trainers' salaries/benefits are distributed based on RMS of service workers. All child related activities are charged to IV-E. All non-child activities are charged to SSBG. This is the approved methodology in the ASSIST APD.

Indicate all applicable funding sources

<input type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/> CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/> IV-E Chafee ILP
<input checked="" type="checkbox"/> IV-E Foster Care IV-E 0447 Reporting Cat.	<input type="checkbox"/> State only (mark only if other than non-Fed match)
<input checked="" type="checkbox"/> IV-E Adoption	<input type="checkbox"/> Other, Specify
<input checked="" type="checkbox"/> TANF	<input type="checkbox"/> Other, Specify
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/> Other, Specify

"CHECKLIST" FOR ADDRESSING TRAINING ACTIVITIES/EVENTS UNDER THE TITLE IV-B PLAN

(This "checklist" should be used as a guide to ensure that all of the following information is provided in the Plan for each individual training activity planned to be held during the reporting period covered by this update)

Provide a one paragraph brief syllabus of the training activity

ASSIST Adult Services Training: Technical training for Adult Services staff to learn the application of the available adult services functions on ASSIST. This training is for case managers but may also include administrators, managers and supervisors, as needed.

ASSIST 3 (9/06)

(ASSIST 3)

Indicate which, if any, of the specifically allowable Title IV-E administrative functions this training activity addresses.

<input type="checkbox"/> IV-E Eligibility Determination or Redetermination	<input type="checkbox"/> Placement of Child
<input type="checkbox"/> Rate Setting	<input type="checkbox"/> Development and Maintenance of Case Plan
<input type="checkbox"/> Hearings and Appeals	<input type="checkbox"/> Case Management
<input type="checkbox"/> Referral to Services	<input type="checkbox"/> Recruitment/Licensing of Foster/Adoptive Homes and Institutions
<input type="checkbox"/> Preparation for and Participation in Judicial Determinations	<input checked="" type="checkbox"/> Data Collection and Reporting

Indicate setting/venue for the training activity

Indicate proposed provider of training activity

<input type="checkbox"/> Pre-Service (Trainee not yet employed by State agency)	<input checked="" type="checkbox"/> In-house agency training staff Specify
<input checked="" type="checkbox"/> Initial In-Service (Intensive training to prepare new employees)	<input type="checkbox"/> Public university ----->
<input type="checkbox"/> Continuing In-Service (On-going training for existing employees)	<input type="checkbox"/> Private university ----->
<input type="checkbox"/> Conference/workshop	<input type="checkbox"/> Other ----->

Indicate duration category of the training activity

Specify approximate number of days or hours of training activity

<input type="checkbox"/> Short Term (Less than eight consecutive work weeks)	2 Days
<input checked="" type="checkbox"/> Long Term (Eight or more consecutive work weeks)	<input type="checkbox"/> Hours per day
	<input type="checkbox"/> Credit hours

Indicate the audience to receive training

<input checked="" type="checkbox"/> Staff of State/local agency administering the State Plan	<input type="checkbox"/> Adoptive parents
<input type="checkbox"/> Volunteers of State/local agency administering State Plan	<input type="checkbox"/> Child caring agency staff
<input type="checkbox"/> Persons preparing for employment with State/local agency	<input type="checkbox"/> Child placement agency staff Specify
<input type="checkbox"/> Foster parents	<input type="checkbox"/> Other State agency staff (JJ, MH, DD, etc.)
	<input type="checkbox"/> Other community staff (medical, legal, police)

Costing method

Estimated total cost

<input type="checkbox"/> Unit cost per trainee (Tuition/books/supplies per trainee) or		Unit cost	\$0.00	No. Trainees	0	Total Cost	\$0.00
<input type="checkbox"/> Cost per class/training function		Estim. no. of trainees in class		40		Total Cost	\$4,971.00
<input checked="" type="checkbox"/> Other (specify) SEE BELOW							

Cost allocation methodology

Describe basis for allocating costs among benefiting programs & funding sources (including application of eligibility rates, where applicable)

1. Training costs are part of overhead (such as supplies, printing, notebooks, etc.).
2. Direct costs for travel & trainers' salaries/benefits are distributed based on RMS of service workers. All child related activities are charged to IV-E. All non-child activities are charged to SSBG. This is the approved methodology in the ASSIST APD.

Indicate all applicable funding sources

<input type="checkbox"/> IV-B-1 (CWS)	<input type="checkbox"/> CAPTA
<input type="checkbox"/> IV-B-2 (PSSF)	<input type="checkbox"/> IV-E Chafee ILP
<input type="checkbox"/> IV-E Foster Care	<input checked="" type="checkbox"/> State only (mark only if other than non-Fed match)
<input type="checkbox"/> IV-E Adoption	<input type="checkbox"/> Other, Specify
<input type="checkbox"/> TANF	<input type="checkbox"/> Other, Specify
<input checked="" type="checkbox"/> SSBG	<input type="checkbox"/> Other, Specify

APPENDIX 14
Additional Financial Reporting

ALABAMA DEPARTMENT OF HUMAN RESOURCES 2003 GRANT AWARD TRACKING

components of grant:	FY 2003 grant spending		FY 2003 grant spending		FY 2003 grant spending		FY 2003 grant spending	
	\$8,126,370	\$10,835,160	=total costs	percent planned	Support	Adoption	total	total
	25%	30%	20%		25%	20%	20%	20%
q.e. 6/30/03	\$2,708,790	\$3,250,548.00	\$2,708,790	\$0	\$523,674	\$2,220,133	\$10,835,160	\$2,220,133
	\$551,168	\$1,145,291						
qe 9/30/03	\$451,816	\$815,034.05	\$524,611	\$2,048,270	\$3,839,731			
qe 12/31/03	\$593,807.72	\$1,033,642.72	\$496,817	\$0	\$2,124,467			
qe 3/31/04	\$642,593.29	\$348,278.23	\$458,695	\$0	\$1,449,567			
qe 6/30/04	\$438,711	\$109,189	\$663,362	\$1,201,262				
qe 9/30/04				\$0				
total	\$2,678,096	\$3,451,635	\$2,133,485	\$2,571,944	\$10,835,160			
adjust to FY2004 funds				\$0				
new balance	\$2,678,096	\$3,451,635	\$2,133,485	\$2,571,944	\$10,835,160			
actual percentage	25%	32%	20%	24%				

ALABAMA DEPARTMENT OF HUMAN RESOURCES 2004 GRANT AWARD TRACKING

components of grant:	FY 2004 grant spending		FY 2004 grant spending		FY 2004 grant spending		FY 2004 grant spending	
	\$8,491,468	\$11,321,957	=total costs	percent planned	Support	Adoption	total	total
	25%	30%	20%		25%	20%	20%	20%
qe 12/31/03	\$2,830,489	\$3,396,587.20	\$2,830,489.33	\$2,264,391.47	\$11,321,957	\$257,715	\$858,247	\$257,715
qe 3/31/04		\$550,748	\$307,499	\$858,247				
qe 6/30/04	\$446,373	\$685,100	\$26,607	\$331,568	\$1,489,647			
qe 9/30/04	\$767,299	\$811,115	\$594,335	\$289,894	\$2,462,643			
qe 12/31/04	\$637,483	\$820,132	\$700,196	\$407,570	\$2,565,382			
qe 3/31/05	\$981,283	\$946,156	\$790,395	\$306,990	\$3,024,824			
qe 6/30/05	\$532,381	\$815,366	\$567,422	\$373,621	\$2,288,791			
total	\$3,364,819	\$4,628,616	\$2,676,956	\$2,274,658	\$12,947,249			
move to FY 2005 funds	(\$534,329)	(\$1,232,029)	\$151,533	(\$10,466)				
balance of grant	\$2,830,490	\$3,713,250	\$2,513,825	\$2,264,392	\$11,321,957			
actual percentage	25.000%	32.797%	22.203%	20.000%	100.000%			

11/10/04

STATE OF ALABAMA
 DEPARTMENT OF HUMAN RESOURCES
 FAMILY OPTIONS/PRESERVATION
 EXPENDITURES THROUGH Q.E. 09/30/04

Base amount required for MOE
 = \$1,016,682

FY 2004
 RPTG.CAT.: 0029, 0988
 indirect code: 1365
 final pool: 8251

OBJECT CODE:	DESCRIPTION	QTR ENDED 12/31/03	QTR ENDED 03/31/04	QTR ENDED 06/30/04	QTR ENDED 09/30/04	FY 2004 TOTAL
0100	SALARIES-REG	\$103,364.20	\$89,134.20	\$113,651.90	\$89,953.37	\$396,103.67
0200	FRINGE BENEFITS	\$28,098.28	\$30,055.89	\$35,103.72	\$29,112.39	\$122,370.28
0300	TRAVEL-IN-STATE	\$6,492.12	\$6,069.90	\$9,283.80	\$8,279.32	\$30,125.14
0400	TRAVEL-OUTSTATE					\$0.00
0500	REPAIRS & MAINTENANCE					\$0.00
0600	RENTALS & LEASES					\$0.00
0700	COMMUNICATION LINES					\$0.00
0800	PROF.SERVICE:					\$0.00
0900	SUPPLIES & OPER EXP	\$105.00			\$200.00	\$305.00
1100	GRANTS & BENEFITS	\$435,423.52	\$351,216.84	\$10,875.72	\$12,597.31	\$810,113.39
1400	FURNITURE/EQUIPMENT					\$0.00
1402	COMPUTER EQUIPMENT					\$0.00
	TOTAL DIRECT COST	\$573,483.12	\$476,476.83	\$168,915.14	\$140,142.39	\$1,359,017.48
0000	INDIRECT COSTS	\$114,131.27	\$81,317.36	\$69,655.37	\$54,904.99	\$320,008.99
	QUARTERLY TOTAL	\$687,614.39	\$557,794.19	\$238,570.51	\$195,047.38	\$1,679,026.47

Alabama Department of Human Resources

FY 2007 CFS-101 application for funds

Request for Financial information comparing the total amount the State expended of Title IV-B, Subpart 1 funds for foster care maintenance payments, adoption assistance and child day care related to employment or training for employment in FY 2004 against Federal allotments made under title IV-B in 1979 (see ACYF-CB-PI-03-07).

Alabama Federal allotment for IV-B payments per 1979 are: \$1,172,618

Alabama expended Title IV-B, subpart 1 funds for:

110003	2277	TOTAL FOR ACTIVITY 2227 ACFC	/0258	\$ 8,840,175.63
110003	2277	TOTAL FOR ACTIVITY 2227 ACFC	/0258	\$ (417,235.59)
Total Foster Care Maintenance payments paid in FY2004				<u>\$ 8,422,940</u>
110003	2233	90 DHR FAMILY & CHILDREN SERVICES		\$ 3,032,735.57
110003	2233	90 DHR FAMILY & CHILDREN SERVICES		\$ 265,667.69
Total Adoption assistance subsidy paid in FY2004				<u>\$ 3,298,403.26</u>

APPENDIX 15
AEIS-DHR CAPTA Referral Form

AEIS - DHR
CAPTA Referral Form

INFANT/TODDLER INFORMATION

SSN#: _____ Date of Birth: _____
Last Name: _____ First Name: _____ MI: _____
Sex: _____ Ethnic Origin: _____ Home Language: _____

REFERRAL SOURCE INFORMATION

DHR Caseworker: _____
County: _____
Phone: () _____ Reason for Referral: **ABUSE** _____ **NEGLECT** _____
Is child in Foster Care? YES _____ NO _____ Does child have an ISP? YES _____ NO _____
Is child receiving ongoing Child Protective Services (CPS)? YES _____ NO _____

CHILD'S CURRENT LIVING SITUATION

First Name: _____ Last Name: _____
Relation Type: _____ Phone: () _____ Alternate #: () _____
Mailing/Physical Address: _____
City/State/Zip: _____ County: _____

Does family have any developmental concerns about the child's development in the areas of: Cognitive, Physical, Communication, Social/Emotional, or Adaptive? YES _____ NO _____

If yes, what are they?

(STATE OFFICE USE ONLY)

Date received by SDHR: _____ Date received by State AEIS: _____
Date Mailed to AEIS/DEIC: _____

(DEIC OFFICE USE ONLY)

Child Find Referral Activated: _____ Child already in AEIS: _____ No further action needed: _____

DHR-FCS-2121 6/2004

APPENDIX 16
ICWA Compliance

ICWA Compliance

- **Specific measures taken by the State in the past year to improve or maintain compliance with each of the five major requirements of ICWA:**

- 1) **Identification of Indian children by the State child welfare services agency.**

Alabama's ASSIST (SACWIS) has a field for identifying Native Americans. ASSIST captures child abuse/neglect and prevention cases. ACWIS (foster care) has an ethnicity field that captures American Indians. We should work on having these to be required fields in both systems. We can add to the values in ASSIST easier than in ACWIS.

- 2) **Notification of Indian parents and Tribes of State proceedings involving Indian children and their right to intervene.**

The State is beginning to strengthen our working relationship with the one federally recognized Tribe. Discussions have been held with the Director of Social Services for the Poarch Creek Indian Tribe who is a former DHR county department director who will be working not only with the department but with other state agencies that provide services to children. Additionally, a statewide agreement with the Poarch Creek Indians has been proposed to replace the agreement between the Tribe and the county department where the Tribe is located.

- 3) **Special placement preferences for placement of Indian children.**

There is a recognized problem in this area which the Tribe just recently has brought to the State's attention that involves funding for residential placements for treatment of children in the custody of the Tribe. More is needed in this area.

- 4) **Active efforts to prevent the breakup of the Indian family.**

The quality of the work in this area needs improving. We have the beginnings of an improved working relationship with the Tribe that will seek to open other funding sources for family preservation services to Indian families.

- 5) **Use of Tribal courts in child welfare matters, Tribal right to intervene in State proceedings, or transfer proceedings to the jurisdiction of the tribe.**

This has not been an issue when the Indian child has been identified. Education of the courts is needed.

- **Include laws, policies and/or trainings implemented to increase compliance with ICWA**

N/A for reporting year.

- **Provide a description of the understanding, gathered from State consultation with Tribes, as to who is responsible for providing the protections of Tribal children delineated at Section 422(b)(10) of the Act. whether they are in State or Tribal custody.**

Since the Tribe in Alabama does not have its own plan under Title IVE, these protection are provided by the state, but if there is an Indian child who meets the requirements of ICWA we must explore extended family members, other tribal members, or other Indian families. These protections are provided for all children in our care but we must determine if the Indian child meets the criteria of ICWA, if that child needs placement. The state provides for the safety of all children and if the Tribe needs to take the jurisdiction and intervene in the legal proceedings, that is done.