

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

June 27, 2008

What's Inside:

- Round 2 CFSR Update
- Circuit CFSR Readiness Assessment

MEMORANDUM

TO: ALL CHILDREN'S DIVISION STAFF

FROM: PAULA NEESE, DIRECTOR

SUBJECT: PREPARATION FOR THE SECOND ROUND OF THE CHILD AND FAMILY SERVICE REVIEW (CFSR) AND INTRODUCTION OF THE CIRCUIT CFSR READINESS ASSESSMENT

In preparation for and as part of ongoing efforts to make improvements, I want to provide you with information on what you should know about the second round of the Child and Family Services Review (CFSR).

As in the first round of the CFSR, we will be assessed on the same seven outcomes and seven systemic factors through a Statewide Assessment and an Onsite Review. A Program Improvement Plan (PIP) will be developed for areas needing improvement. It is expected we will build on lessons learned from the first PIP and continue to strive for improved practice and outcomes by regularly looking at outcomes, analyzing data, understanding how practice affects outcomes, and listening to what stakeholders say and recommend.

Circuit CFSR Readiness Assessment

The next CFSR has been scheduled by the Children's Bureau (CB) for June 2010. A number of strategies are already in place to prepare including the development of a [CFSR Events Timeline](#) which captures high level activities the division will be engaged over the next 24 months.

One of the activities involves each circuit completing a Circuit CFSR Readiness Assessment.

This assessment is intended as an opportunity to learn more about the capacity and practice of each circuit and its causal relationship to statewide performance. The [Circuit CFSR Readiness Assessment Guide](#) is provided to assist you in completing

the assessment. Information provided in each Circuit CFSR Readiness Assessment will contribute toward the Statewide Assessment, the first phase of the CFSR process.

Circuits will complete the Circuit CFSR Readiness Assessments in three waves. The sites identified to complete these assessments in the first wave are those circuits most likely to be chosen for an On-Site review for the next CFSR. In an effort to prepare for the CFSR On-Site Review, Mock Reviews will take place in five or six circuits based on the information provided in the Circuit CFSR Readiness Assessments. The Mock Review process will mirror the CFSR On-Site Review process as much as possible.

All completed Circuit CFSR Readiness Assessments are sent to Central Office to the attention of Lee Temmen, CFSR Coordinator.

The circuits identified to complete the Circuit CFSR Readiness Assessment in the first wave will begin the assessment process on September 1, 2008 and submit their completed assessment by November 30, 2008. Circuits in the first wave will consist of:

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|---------------------------|----------------------------|
| 7 – Clay | 11 – St. Charles |
| 16 – Jackson | 19 – Cole |
| 21 – St. Louis Co. | 22 – St. Louis City |
| 23 – Jefferson | 29 – Jasper |
| 31 – Greene | |

The circuits in the second wave will begin their Circuit CFSR Readiness Assessment process on October 1, 2008 and submit the completed assessments by December 31, 2008. The second wave circuits consist of:

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| 1 – Clark, Schuyler, Scotland | 2 – Adair, Knox, Lewis |
| 4 – Atchison, Gentry, Holt, Nodaway, Worth | 10 – Marion, Monroe, Ralls |
| 12 – Audrain, Montgomery, Warren | 14 – Howard, Randolph |
| 15 – Lafayette, Saline | 17 – Cass, Johnson |
| 18 – Cooper, Pettis | |
| 24 – Madison, St. Francois, Ste. Genevieve, Washington | |
| 28 – Barton, Cedar, Dade, Vernon | 32 – Bollinger, Cape Girardeau, Perry |
| 34 – New Madrid, Pemiscot | 35 – Dunklin, Stoddard |
| 38 – Christian, Taney | 39 – Barry, Lawrence, Stone |
| 40 – McDonald, Newton | 44 – Douglas, Ozark, Wright |

The third wave circuits begin the assessment process by November 1, 2008 and submit the completed assessment no later than January 31, 2009. The third wave circuits are:

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| 3 – Grundy, Harrison, Mercer, Putnam | 5 – Andrew, Buchanan |
| 6 – Platte | 8 – Carroll, Ray |
| 9 – Chariton, Linn, Sullivan | 13 – Boone, Callaway |
| 20 – Franklin, Gasconade, Osage | 25 – Maries, Phelps, Pulaski, Texas |
| 26 – Camden, Laclede, Miller, Moniteau, Morgan | 27 – Bates, Henry, St. Chair |
| 30 – Benton, Dallas, Hickory, Polk, Webster | 33 – Mississippi, Scott |
| 36 – Butler, Ripley | 37 – Carter, Howell, Oregon, Shannon |
| 41 – Macon, Shelby | 42 – Crawford, Dent, Iron, Reynolds, Wayne |

43 – Caldwell, Clinton, Daviess, DeKalb, Livingston

45 – Lincoln, Pike

Collaboration

During the second round of the CFSR, the CB has renewed an emphasis on stakeholder participation, particularly by courts, tribes (where applicable) and youth. This emphasis is on the entire process including the Statewide Assessment, the Onsite review and development, implementation and monitoring of the PIP. The emphasis on these three stakeholder groups is based on the findings from the first round of the CFSR where there was a recognized need for more involvement. The emphasis on these three stakeholder groups, however, should in no way lessen the need to collaborate with other major stakeholders, including other state and community agencies.

Most families involved with the CD need supports and services beyond what the division can provide. Thus, families can be best served by developing and sustaining community partnerships, where the relevant stakeholder believes it has a meaningful role in keeping children safe. Input received from stakeholders should be used to make changes or improvements in service delivery. Circuits are **strongly encouraged** to begin convening a group of staff and community stakeholders (e.g. courts, mental health, parent/consumer representatives, youth) as the first step in the Circuit CFSR Readiness Assessment process. This will assist child welfare partners in understanding their vital role and should allow them time to schedule their participation in the process.

Using Data to Monitor Progress

Over the years we have increased our capacity to understand and use data. In the past, we collected data primarily to support case management. Federal mandates now require us to collect, share and use information on specific outcomes regarding children and youth in care.

Data is essential in planning, decision making and monitoring areas for improvement. Efforts were made to focus on the importance of quality assurance (QA) during the time the PIP was being implemented in early 2005. QA in Missouri has evolved over time and numerous data sources are utilized to measure practice improvement. The main data sources needed to complete the Circuit CFSR Readiness Assessment come from the [Supervisory Case Review \(SCR\) Results](#) and the [Child Welfare Outcomes Report](#).

The CFSR Readiness Assessment Guide is designed as a tool for circuits to use in gathering and documenting information critical to examining capacity and performance, including data. For tables in the CFSR Readiness Assessment Guide requiring Outcomes data, use data for the four quarters of *Fiscal Year 2007*. Use data for the *most recent four quarters* for tables requesting SCR Results.

Part III of the Circuit CFSR Readiness Assessment Guide, the Safety and Permanency Data section, consists of the new data composites being used in the second round of the CFSR and is provided for your review only at this time. The aggregate state data

has been provided for the individual measures making up the composite, but circuit specific data is currently not available. Once available, it will be shared immediately with all circuits.

In the meantime, take this opportunity to review the CFSR Readiness Assessment Guide and begin thinking about how staff at all levels and external stakeholders can be engaged and involved in the CFSR process. If you have any questions about the Guide or the CFSR process, contact Lee Temmen or your regional QA/QI Specialists.

NECESSARY ACTIONS:	
1. Please review this memorandum with all Children’s Division Staff. 2. All questions should be cleared through normal supervisory channels and directed to:	
MAS II CONTACT: Lee Temmen 573-526-3735 Lee.Temmen@dss.mo.gov	ASSISTANT DEPUTY DIRECTOR: Susan K. Savage 573-751-4319 Susan.K.Savage@dss.mo.gov