Case Management Base Review Report

Lead Agency: Sarasota Family YMCA, Inc.  Date of Review: FY08/09 First Quarter
Period Under Review: July 1, 2007 to June 30, 2008  Methodology: Legacy Under 10

1. List of standards and roll-up of data for each.
   See attached Matrix of Base Review files.

2. Analysis of Case File Review Data
   a. Overall Performance in Achieving Safety, Permanency and Well-Being
      Safety: 75%
      Permanency: 75%
      Well-Being: 72%
      Overall: 73%

   b. Practice Trends

      Quality of Supervision Oversight, Reviews, Direction and Follow-up
      Supervisory reviews are required quarterly for each case and must consider all aspects of the
      child’s safety, well-being and permanency. The requirement is applicable to all seventeen
      cases reviewed, and the requirement was met in thirteen cases. Supervisors must ensure
      follow-up on the guidance and direction provided, or documentation must be present to
      demonstrate why the guidance and direction were no longer necessary. The requirement is
      applicable to all seventeen cases reviewed, but was only met in four cases.

      Indian Child Welfare Act
      An inquiry must be made in all out-of-home and court ordered supervision cases to determine
      if the child was of Native American or Alaskan Native Heritage. The requirement is
      applicable to fifteen cases reviewed, and the requirement was met in five cases.

      Quality of Engagement with Parents
      Concerted efforts are required to promote, support, and maintain positive relationships
      between the child in care and his or her mother and father. The mother and father are to be
      encouraged and supported to participate in making decisions about their child’s needs and
      activities. The requirement is applicable to fifteen cases reviewed pertaining to the mother’s
      engagement, and the requirement was met in eight cases. The requirement is applicable to
      eleven cases reviewed pertaining to the father’s engagement, and the requirement was met in
      five cases.

      Assessment of Child’s Needs for Dental and Mental Health
      Concerted efforts are required to assess a child’s dental health needs for both out-of-home
      and relevant in-home cases. The requirement is applicable to thirteen cases reviewed, and
      the requirement was met in three cases.

   c. Areas of Excellence (100%)
      - Concerted efforts to provide/arrange services to protect & prevent child from entering
        into out-of-home care.
      - Concerted efforts during post placement to prevent re-entry after prior reunification.
• Case Plans are current with appropriate goals and tasks to achieve safety, permanency, and stability.
• On-going assessment of out-of-home caregiver’s/pre-adoptive parent’s needs conducted to ensure child’s needs are met.
• Necessary services are arranged for those children with identified educational needs.

d. Opportunities for Improvement
• Supervisors will conduct qualitative supervisory reviews to assure that through assessment of cases & follow through on tasks/recommendations are completed.
• An inquiry will be made to determine Native American or Alaskan heritage on all out-of-home & court ordered cases.
• Frequency of visit with mothers and fathers not sufficient to address issues pertaining to child’s safety, permanency and well-being.
• Assessment of child’s needs for mental/behavioral and dental care.

3. Request for Action
There were two request for actions; one included a safety concern and the other was regarding missing critical documents in the case file. The following are the issues addressed in each and their resolution:

(1) Reason: Safety concern regarding medication not being administered to child.
Missing medication consent/affidavit.
Unscreened adults spending overnight in home.

Resolution: Safety plan was developed to ensure child’s safety in regards to concerns listed above.

(2) Reason: Unable to locate Adoption case plan and updated homestudy since caregiver moved residence.

Resolution: Case manager will complete adoption case plan and update homestudy by 8/29/08.

4. Overall Performance measures Analysis Based on FSFN Data
The Sarasota Family YMCA, Inc. and the Safe Children Coalition Case Management Agencies have made significant positive progress in the achievement of the contract performance outcome measures in several key safety, permanency and well-being measures:

Safety Outcomes
• The number of reported Missing Children has continued to remain stable. The Department has recognized the Safe Children Coalition for ongoing efforts to continue to reduce the number of episodes of youth on runaway status.
• Children are being seen 100% of the time consistently.

Permanency Outcomes
• The target for the number of adoptions to be finalized this fiscal year is 99. There have been 22 adoptions finalized in the first two months of the current fiscal year, and exceeded the 2007/08 goal of 77 adoptions by 40, with 117 finalized adoptions.

Well-Being Outcomes:
• Although the target has not been met, there has been a positive trend in the number of children residing in out-of-home care. The numbers have declined from 402 in May 2008, 376 in July 2008, and is currently at 370 in August 2008.
5. Comparison of Current Findings and Prior Performance Review findings
This is the Safe Children Coalition’s first side-by-side audit. This information will be compared after the next audit, which is scheduled to for November 2008.

6. Summary and Recommendations

Based on the overall findings, data analysis, and information collected through the seventeen files reviewed by the Sarasota Family YMCA, Inc. Quality Management staff the following items will be presented to the Continuous Quality Improvement Committee for prioritization as improvement initiatives:

1. Ongoing implementation and training of the supervisory guidelines, enhanced administrative mentoring and oversight for supervisors.

2. Review the current process for ensuring an inquiry regarding a child’s Native American or Alaskan Native heritage is explored and documented with both the father or maternal and paternal side of the family when a removal or court ordered supervision is ordered. During case plan conference or initial family assessment the case manager will ask ICWA questions and complete necessary paperwork.

3. Explore the Family Team Conferencing type approach to empower and engage families in case planning and decision making. Review with the case managers and supervisors the need to document the meaningful involvement of the mother and father in making decisions about their child’s needs and participating in the child’s activities that go beyond the parent’s participation in visitation.

Signed by: [Signature]  10/7/08
Lead Agency CBC QA Manager

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