

Frequently Asked Questions

Question: As a Youth Service or CPS worker, what documentation should I acquire from the agency for the Bureau for Children and Families (BCF) file?

Answer: The referral and a copy of the acceptance letter are the only new documents and they would be filed in the correspondence file. There will be plans and summaries that when received from providers should be filed just as all documents are currently filed.

Question: What is the difference between an MDT and a Family Team meeting?

Answer: An MDT is a statutorily required grouping of professionals and family members who come together when a child enters the state's custody. The individuals make critical decisions related to treatment, changes in out-of-home placement, and reunification or placement into a permanent home. These decisions are presented to the court for determination.

A Family Team meeting is a grouping of individuals, including professionals, extended family and others, that are chosen by the family who come together to make decisions affecting their members. A child does not have to be in the custody of the state in order to hold a Family Team meeting. The Family Team makes decisions regarding the day-to-day safety, community support and treatment needs, while using the family's strengths to help meet those needs. They also assist the DHHR worker and/or MDT in making critical decisions related to removal of child(ren) from their home, changes in out-of-home placement, and reunification or placement into a permanent home.

Question: What is the Wraparound Facilitator's role in the MDT?

Answer: The Wraparound Facilitator is a participating member of the MDT team. DHHR staff continue to maintain the statutory responsible to convene MDTs.

Question: What is a Youth Service/CPS worker's role in a wraparound case?

Answer: The role of a Youth Service or CPS worker does not change after a referral to wraparound services. They continue the oversight and management of the Youth Services or CPS case. They become a member of the Family Team and are involved in the development of the family plan, which should incorporate any safety plans.

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Question: Will Wraparound Facilitators receive training on DHHR policy?

Answer: Although formal training by DHHR will not occur, it is a regulatory requirement, as well as a requirement of provider agreements, that agencies familiarize themselves with all DHHR policies and procedures.

Question: If a youth is placed out of region for the step-down or foster care, will the Local Coordinating Agency follow this youth and maintain the wraparound plan?

Answer: Yes.

Question: A youth must sign for wraparound services at the age of 12+. What if the youth is unable to understand and sign? Can the GAL or DHHR worker sign for wraparound services?

Answer: The legal guardian or the GAL could sign on behalf of a youth who is unable to comprehend.

Question: If a family moves out of the region, will the Local Coordinating Agency follow the family until the wraparound plan is complete?

Answer: This will be decided on a case-by-case basis until Safe at Home has been implemented statewide.

Question: When a wraparound referral is sent to a Local Coordinating Agency, since this is family-centered, will the Wraparound Facilitator complete the CANS on each child in the home?

Answer: Wraparound, like all child welfare services, is family-centered but child-focused. The child that the wraparound is focused on will receive a CANS and the family, along with siblings, are included in the family assessment section of the CANS. If it is an open CPS case a CANS would be completed on each child by BCF staff or another provider working with the family.

Question: What is the expectation if a professional orders wraparound for a youth?

Answer: A professional may recommend wraparound but does not have the ability to order it. The recommendation should trigger a staffing and review of the case to determine if referral is appropriate.

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Question: What is the process for obtaining/retaining records in addition to the monthly summaries from the Local Coordinating Agency? If the Local Coordinating Agency is getting information from various providers and completing the summary, there is a chance the Local Coordinating Agency would have information in their file that DHHR does not have. Will DHHR be able to obtain all records from the Local Coordinating Agency?

Answer: The Local Coordinating Agency is a type of provider, just as DHHR typically uses in cases, i.e., placement facilities, ASO providers, private providers. If DHHR records are sought, the Department would provide the appropriate documents from its file. If a party wants records from the provider agency that are not in DHHR's file, they would need to obtain them from the provider in the same way they currently do.

Question: Providers reported that they maintain case files for various lengths of time, and DHHR keeps records much longer in archive. Will the wraparound records be maintained differently?

Answer: No. The provider records will be maintained as they are in every other case, according to the provider's regulations.

Question: If the youth is placed out of state or hundreds of miles from their home community, who has the ultimate responsibility to get the informal supports there?

Answer: This is the responsibility of the Wraparound Facilitator.

Question: Have facilities been notified that this model is being implemented and that they will notice changes in who is contacting them for information? What do workers do to ensure that the Wraparound Facilitator can go there, share information, etc.?

Answer: All of DHHR's in-state agencies are aware of Safe at Home and wraparound services. The Wraparound Facilitators will be securing the appropriate release of information forms, and, if necessary, DHHR staff can have them added to the visitation list at a facility. If a youth or provider has questions about how wraparound will be used in discharge planning, the worker should explain the process.