



OPERATIONAL MEMO

OPERATIONAL MEMO NUMBER: HCPF OM 18-006 (CORRECTED)

TITLE: IMPLEMENTATION OF THE FY 2018-19 CHILD WELFARE INCENTIVE

SUPERSEDES NUMBER: FY 2017-18 COUNTY INCENTIVES PROGRAM GUIDE

ISSUE DATE: JUNE 27, 2018

EFFECTIVE DATE: JULY 1, 2018

**DIVISION AND OFFICE: EXTERNAL RELATIONS, POLICY, COMMUNICATIONS
AND ADMINISTRATION**

PROGRAM AREA: COUNTY RELATIONS AND ADMINISTRATION

APPROVED BY:

**KEY WORDS: CHILD WELFARE, INCENTIVE, CMP, COLLABORATION
MEETINGS, COUNTY INCENTIVE PROGRAM**

HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>

Purpose and Audience:

The purpose of this Operational Memo is to inform county departments of human/social services of operational instructions to implement the Child Welfare Incentive as part of the FY 2018-19 County Incentives Program.

Background:

The purpose of the FY 2018-19 Child Welfare Incentive is to encourage relationship building and local collaboration between county departments of human/social services, other local partners and the Regional Accountable Entities (RAEs) serving children involved in the child welfare system.

Counties will convene or participate in quarterly (every three months) collaboration meetings with designated partners with the aim of assisting child welfare-involved youth with physical and behavioral health care and care coordination as well as relationship building with the RAE contractors and Medicaid technicians. Counties will submit documentation to ensure compliance with the Child Welfare Incentive.

Information/Procedure:

The Incentive will be tracked based on two reporting periods: The first reporting period covers July 1, 2018 through December 31, 2018. The second reporting period covers January 1, 2019 through June 30, 2019. Over each reporting period, the county will convene or participate in two quarterly collaboration meetings, with one meeting occurring in each calendar quarter. Quarterly collaboration meetings must include

required partners as listed below; the county has the discretion to add additional partners beyond those listed as required.

Quarterly collaboration meetings can be convened with other counties, and counties can utilize existing collaboration meetings to meet the requirements of the Child Welfare Incentive. Collaboration meetings should have clearly defined goals and must be documented per the Required Documentation section.

Required and Optional Partners

Child Welfare quarterly collaboration meetings must include an invitation to the following partners:

Representative from the Collaborative Management Program (CMP)

Representative from the county's Regional Accountable Entity (RAE)

Representative from the Division of Youth Services (DYS)

In addition, one (1) county eligibility staff person and one (1) county child welfare staff person must be present for the meeting. If a county is a small county, as defined in Exhibit C of the County Incentives Contract, the county director can act in place of the required child welfare and eligibility staff.

In counties where a DYS representative is not available, a local correctional representative can be invited in place of the DYS representative.

If the county is not a CMP member, then the CMP representative is optional, and not required.

If RAE, CMP or DYS representatives are invited to the quarterly collaboration meetings but cannot attend, the county should submit documentation with the Required

Documentation listed below to ensure the county is not held liable for the lack of partner attendance.

Other optional partners include Healthy Communities, Family Resource Centers, Dependency & Neglect System Reform (DANSR) and Multisystemic Therapy (MST).

Required Documentation

Meeting agendas with clearly defined goals, meeting minutes and a list of attendees and their organizations are required documentation for each quarterly collaboration meeting; these must be submitted with the Child Welfare Incentive template.

Documentation is due to HCPFCountyRelations@state.co.us by January 5, 2019 for the first reporting period and July 5, 2019 for the second reporting period.

Contract Language

Contract language for the Child Welfare Incentive can be found in the FY 2018-19 County Incentives contract amendment in section 4.3. If conflict arises between contract language and guidance issued via the HCPF Memo Series, contract language supersedes the guidance provided through the HCPF Memo Series.

Attachment(s):

FY 2018-19 Child Welfare Incentive Template

Department Contact:

HCPFCountyRelations@state.co.us