



Children's Services Act
Clarke County, Virginia

Community Policy and Management Team (CPMT)

September 24, 2024

2:00PM

Clarke County Government Center

101 Chalmers Court Room C, Berryville VA 22611

- I. Call to Order**
- II. Approval of the Agenda**
- III. Old Business**
 1. Approval of August 27, 2024, CPMT Minutes
 2. Agency Updates
 3. Parent Representative to FAPT Recruitment Update
- IV. Public Comment**
- V. New Business**
 1. Alternative Contract from Educational Provider
 2. Potential FAPT Representative from the Laurel Center
- VI. Financial Report**
 1. Base Allocation Supplemental Request
 2. WRAP Allocation Supplemental Request
- VII. Utilization Management/Continuous Quality Improvement**
- VIII. Closed Meeting Pursuant the Virginia Freedom of Information Act:**
 - FAPT Case Records

Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2-5210 of the Code of Virginia proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the Family Assessment and Planning Team and whose case is being reviewed by the Community Policy and Management Team.
- IX. Certification after Closed Meeting**

Move that the members of the Clarke County CPMT certify to the best of each member's knowledge that (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.



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- X. Approval of Cases**
- XI. Adjournment**

CLOSED SESSION

Consent Agenda: 7 cases for vote

Next Meeting: October 22, 2024



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CLARKE COUNTY CPMT MEETING MINUTES

August 27, 2024

Attendees

Nadia Acosta	CSA Coordinator
Jennifer Parker	DSS Representative
David Ash	Parent Representative
Tavan Mair	Private Provider Representative
Leea Shirley	VDH Representative and CPMT Vice Chair
Denise Acker	CSB Representative

Absent

Frank Moore	CCPS Representative
Terri Catlett	BOS Representative
Jerry Stollings	CSU Representative and CPMT Chair

Virtual

Ms. Leea Shirley called the meeting to order at 2:06PM. Ms. Denise Acker made a motion to approve the agenda, and Ms. Jennifer Parker seconded the motion. All members voted in favor.

Old Business:

1. Ms. Acker made a motion to approve the April 23, 2024 minutes. Mr. Tavan Mair seconded the motion. All members voted in favor.
2. Ms. Parker reported that she was currently hiring for both Benefits and Services staff at this time. There were no other agency updates.
3. Ms. Acosta reported that in August, a family had stated they were interested in being parent representatives to FAPT. However, as their case was closing effective 08/31/2024, it was too soon to their case closing to appoint them. Additionally, both parents work very heavy schedules and it is uncertain if they would be able to attend the meetings based on their work schedules. Ms. Acosta will follow up with this family in 6-8 months if a parent representative is not appointed before then. Ms. Parker reported that one of the members of the DSS Board of Supervisors had offered to advertise for the parent representative on behalf of Clarke County CSA as well.

New Business:

1. Ms. Acosta reported that the current private provider representative has been out of state for work and has not attended either virtually or in person. The private provider representative is expected to be out of state until at least October. Ms. Acker suggested



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- that the private provider representative look into procuring an alternate representative for regular attendance until the current private provider representative will be able to attend. Ms. Acker stated that Ms. Acosta ensure that all alternative representatives as appointed are able to attend FAPT should the primary representative be unable to attend.
2. Ms. Acosta reported that at the previous meeting, whether virtual emergency FAPTs were permissible had been believed to be a county administrator decision. Ms. Parker reported that when she had spoken to the Clarke County Administrator, he had deferred the decision back to CPMT, as FAPT is not considered a public body and therefore not subject to the Code of Virginia. Ms. Shirley and Ms. Acker discussed why a virtual emergency FAPT meeting would be needed. Ms. Parker brought up the concern of ensuring confidentiality in the virtual emergency meetings. Ms. Acker and Ms. Parker stated that for a virtual emergency FAPT meeting, each case would require a separate call and that Ms. Acosta would need to ensure that the links were not shared. Ms. Shirley stated that Ms. Acosta would also need to put extra security on the virtual links. Ms. Parker stated that while she was in favor of the virtual emergency FAPT meetings, she wanted to request that the transfer from 2 half-days of FAPT meetings to 1 full day of FAPT meetings was postponed until the new year due to staffing issues. Ms. Acosta presented an update to the Policy and Procedures manual which covered specific policies for how virtual emergency FAPT meetings were to be conducted. Ms. Acker made a motion to approve the use of virtual meetings for emergency funding requests for FAPT effective September 1st, 2024. Ms. Parker seconded the motion. All members voted in favor.
 3. Ms. Acosta presented an update to the Policy and Procedures manual regarding including FAPT minutes in the closed session consent agenda. Ms. Shirley wanted to know why it was for FAPT minutes versus requiring IFSPs and allowing identifiable information. Ms. Shirley stated that this was the only county that she was on CPMT for that did not allow identifiable information to be presented to CPMT. Ms. Acosta and Ms. Acker stated that not allowing identifiable information to be presented to CPMT had been a decision made several years ago after a complaint. Ms. Acosta stated that the update presented was a suggestion based on how the members of CPMT felt that having the FAPT minutes with the consent agenda was. Mr. Ash stated that he felt that the FAPT minutes helped. Ms. Acker stated that she felt that the FAPT minutes helped and that she felt that she did not need identifying information with the FAPT minutes. Ms. Acker asked if the FAPT minutes could be sent to CPMT as soon as possible after FAPT, rather than with the CPMT packet and agenda. Ms. Parker made a motion to approve the update to the Policy and Procedures manual as presented. Ms. Acker seconded the motion. All members voted in favor.
 4. Ms. Acosta presented a draft of the Quality Improvement Plans required for Clarke County CSA after the OCS Audit of the Clarke County CSA program. Ms. Acosta stated that the QIP was due to OCS on 08/29/2024. Ms. Shirley requested that all CPMT



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members give Ms. Acosta any concerns or edits they wanted to the QIP by the end of the day on Wednesday, 08/28/2024. Ms. Shirley requested that Ms. Acosta change the language from "will" to "should." Ms. Shirley stated she would sign the QIP on 08/29/2024 so it would be sent in on time.

5. Ms. Acosta presented a rough timeline and suggestion for how the internal file review as suggested by OCS be completed. Ms. Shirley asked if there was a document that contained what each file should have. Ms. Acker offered to reach out to the Utilization Review specialist for Warren County, as he had a document like what Ms. Shirley was requesting. Ms. Parker asked Ms. Acosta to look into whether the state was doing utilization review of children in residential facilities. Ms. Acker stated that she believed that each member of CPMT should not review open cases that were case managed by their respective agencies. Ms. Acker and Ms. Shirley stated that at this point, case review needed to be done significantly more than once a year to ensure things were in order; once things have been able to go smoothly for a while, then the amount of internal file reviews could taper down. Ms. Shirley requested that Ms. Acosta provide a schedule for internal file review next CPMT. Ms. Shirley and Ms. Acker requested that Ms. Acosta provide an updated open case list with who the case managing agency was and what the mandate for the case was within the next week, so that CPMT members could begin reviewing case files as they had availability.

Financial Report:

Ms. Acosta presented the financial report for FY24 and the financial report for July in FY25. Ms. Shirley suggested that Ms. Acosta reach out to Winchester CSA Office to get some guidance on how they did financial reports. There were no other questions from the team.

Utilization Management/Continuous Quality Improvement

Ms. Acosta presented the Continuous Quality Improvement reports for Clarke County. In FY24, Clarke County CSA served 27 children. Clarke County's effective match rate was 38.6%. The average expenditure per child went up from \$18,032 in FY23 to \$20,385 in FY24. There were no questions from the team.

Closed Session:

See attachment A for completed form detailing the motion to enter closed session, vote on the items discussed, and certify the discussion in closed session.

Consent Agenda:

The consent agenda with 5 cases was reviewed. Case #350 has the service of Badges approved, but only under the understanding that Badges is entry-level mentoring instead of therapeutic mentoring. Case #344 had the service of residential daily rate approved only until September



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30th, 2024; CPMT will review the case again at the September meeting and is requesting the case manager come to CPMT to give more clarity and information on the case. Case #344's requested service of residential education was denied as the residential education provider has not yet signed a contract with Clarke County CSA; if Clarke County Public Schools have a contract with the residential education provider, then the residential education service is approved through September 30th, 2024. All other requests were approved. Ms. Acker made a motion to approve the cases as discussed in closed session and listed above. Ms. Parker seconded the motion. All members voted in favor.

Ms. Parker made a motion to adjourn the meeting. Ms. Acker seconded the motion. All members voted in favor.

Meeting adjourned at 4:18PM.

Next Meeting: September 24, 2024

LETTER OF AGREEMENT

between

Clark County, Children's Services Act, located at 311 East Main Street, Berryville, VA 22611, hereinafter referred to as "Clark CSA"

and

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT, located at 90 Lawton Lane, Milton, PA 17847, hereinafter referred to as "CSIU".

WITNESSETH:

WHEREAS, Clark CSA is in need of CSIU to provide educational services for students placed at DTAC Residential Facility at 600 Arch Street, Sunbury, PA 17801.

WHEREAS, the CSIU has agreed to serve in said capacity; and

WHEREAS, both the Clark CSA and the CSIU desire to embody the terms and conditions into this written Agreement.

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties hereto, intending to be legally bound, hereby agree as follows:

1. THE RELATIONSHIP

The Clark CSA hereby engages the services of the CSIU under the terms and conditions hereinafter provided and CSIU accepts such engagement in accordance with terms and conditions hereinafter provided. The CSIU will not be considered an employee of the Clark CSA for the purposes of any benefits, to include but not limited to Unemployment Compensation, Workers' Compensation, Social Security, Federal and State Withholding taxes. The CSIU shall receive an IRS-1099 at the end of the calendar year for services rendered.

2. SERVICE

CSIU shall provide educational services to any student from Clark CSA up to 180 school days, for the duration of the agreement. Upon execution of this agreement, CSIU will provide Clark CSA with an academic calendar, including all scheduled days off.

CSIU will provide the educational services by staff who are highly qualified and hold certifications in each academic area by Pennsylvania Department of Education (PDE). CSIU contracts with Imagine Learning for additional online courses to expand academic courses available for all students. Imagine Learning faculty are required and vetted by CSIU to hold certifications through PDE in each academic area.

3. TERM

The Agreement shall become effective on July 1, 2024 and shall remain in effect until June 30, 2025, unless earlier terminated in accordance with the Termination Section hereto.

4. FEE AND EXPENSES

The Clark CSA shall pay the CSIU \$240/day for delivery of educational services/student up to 180 school days for the 2024/2025 academic school year.

5. MATERIALS AND SUPPLIES

CSIU will provide all materials and supplies necessary to perform services under this Agreement necessary for educational services. This is inclusive of provision of resources (e.g., computers; scoring software, subscriptions, and specialized assessments). If there is something specific Clark CSA would like for CSIU to use, they may also provide those materials.

6. INVOICE AND PAYMENT

Payment will be due within thirty (30) days of the date of the issued invoice from CSIU.

7. NOTIFICATION

Any notices to be given under this Agreement by either party to the other shall be sent by certified mail, with return receipt requested. Such notices shall be mailed to the addresses of the parties as they appear in the introductory paragraph of the Agreement but either party may change said address at any time by written notice to the other in accordance with this paragraph.

8. TERMINATION

Either party reserves the right to terminate this Agreement at any time upon sixty (60) days written notice sent by certified mail, with return receipt requested. Such notices shall be mailed to the addresses of the parties as they appear in the introductory paragraph of the Agreement but either party may change said address at any time by written notice to the other in accordance with this paragraph. In the event of termination, the Clark CSA shall be liable for the payment of all fees and expenses due

to CSIU up to and including the date of such termination providing the total amount billed does not exceed the maximum identified in Fee and Expenses hereto.

9. INSURANCE

Upon request, the CSIU will provide Clark CSA with certificates of insurance for liability and Workers' Compensation coverage for CSIU employees providing services.

10. CONFIDENTIALITY

The CSIU recognizes and acknowledges that by virtue of providing services under this Agreement, the CSIU and its employees, subcontractors, or agents may gain access to certain confidential information, including confidential student information and personal health information. The CSIU agrees that neither it nor any of its employees, subcontractors, or agents will at any time, either during or subsequent to the term of this Agreement, disclose to any third party any confidential student information, personal health information, or other confidential information, except where expressly required by law or where such disclosure is expressly approved by Clark CSA in writing. The CSIU shall ensure the confidentiality of all information provided relative to every student's disability, school records, and school activities.

11. CLEARANCES

As a Pennsylvania education agency, the CSIU complies with the Pennsylvania School Code, Pennsylvania Department of Education (PDE), and any other rules and/or regulations regarding the hiring and administration of personnel. All CSIU staff members and independent consultants who may be assigned to work with the CSIU have met applicable standards regarding the completion of background checks and clearances, including Act 34-PA State Police Criminal Record (State Police via the Epatch system), Act 151 – PA Child Abuse History (DHS via the Compass system), and Act 114 -FBI fingerprint clearance (PDE via the Cogent system).

12. HOLD HARMLESS

Each party, to the extent permitted by law, agrees to indemnify, defend and hold harmless the other, and any and all of its officers, directors, employees, agents, subsidiaries and affiliates, schools, districts, intermediate units, board of education, state educational agencies, representatives, attorneys, insurers, and agents of any of these and their successors, heirs and assigns, from and against any and all losses, costs (including, but not limited to, litigation and settlement costs and counsel fees and expenses), claims, suits, actions, damages, liability, and expenses occasioned wholly or in part directly or indirectly from any act or omission or negligence or fault of agents, subcontractors, independent contractors, suppliers, employees, or servants under failure to perform the duties specified in this Agreement. This includes, but is not limited

to, those in connection with loss of life, bodily injury, personal injury, damage to property, contamination or adverse effects on the environment, intentional acts, failure to pay any subcontractors and supplies, any breach of the Agreement, and any infringement or violation of any proprietary right (including, but not limited to, patent, copyright, trademark, service mark and trade secret) or failure to maintain compliance with any state or federal law relevant to the performance of duties under this Agreement. The Indemnified Party shall promptly provide the Indemnifying Party with written notice of any claim which it believes falls within the scope of this paragraph and shall cooperate with the Indemnifying Party in the investigation and defense of the same. The Indemnified Party may, at its own expense, assist in the defense if it so chooses, provided that the Indemnifying Party shall control such defense and all negotiations relative to the settlement of any such claim and that any settlement intended to bind the Indemnified Party shall not be final without the Indemnified Party's prior written consent, which shall not be unreasonably withheld or delayed. The obligations of indemnification set out in this paragraph shall survive for that period of time that is coincident with the duration of a viable cause of action which may be asserted against the party entitled to indemnification hereafter.

13. GOVERNING LAW

This Agreement shall be made in and shall be governed by and interpreted in accordance with the laws of the State of Pennsylvania.

14. AUTHORIZATION TO MODIFY RESTRICTIONS

It is the intention of the parties that the provisions of this Agreement shall be enforceable to the fullest extent permissible under applicable law, but that the unenforceability (or modification to conform to such law) of any provision or provisions hereof shall not render unenforceable, or impair, the remainder thereof. If any provision or provisions hereof shall be deemed invalid or unenforceable, either in whole or in part, this Agreement shall be deemed amended to delete or modify, as necessary, the offending provision or provisions and to alter the bounds thereof in order to render it valid and enforceable.

Clark County Children's Services Act

Central Susquehanna Intermediate Unit

**

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Dr. John Kurelja
Executive Director

Date

Date

DRAFT

Agreement for Purchasing Services under the Children’s Services Act

Principal Agreement

Introduction

This Principal Agreement (“Contract”) is intended to address and contain all of the terms, parameters, guidelines, and expectations that must be met by any provider of services to any and all children under the care and responsibility of the PROVIDER. In order for this Contract to be valid and enforceable, it must be signed by the **Children’s Services Act Coordinator of Clarke County**, and the Provider.

This Contract is effective as of this **1st day of July, 2024**, between the **Children’s Services Office**, (“**the Buyer**”) and (“**the Provider**”), and shall expire at the close of business on **30th day of June, 2025**.

This is a term agreement for requirements and does not involve a definite financial obligation on the part of the Buyer, although the Buyer shall use this contract for the limitation of procurement of services as seen fit and or specified.

This Contract may be terminated by either party with thirty (30) days written notice.

1. **Adherence to Law.** This Contract is subject to the provisions of the Code of Federal Regulations, the amendments thereto, and relevant state and local laws, ordinances, regulations and pertinent health and behavioral health accreditation agencies / organizations. The Buyer may modify this Contract to comply with any requirements mandated by federal, state or local law by giving written notice of said modification to the Provider.
2. **Choice of Law and Forum.** This Contract shall be governed in all respects, whether as to validity, construction, capacity, performance, or otherwise, by the laws of the Commonwealth of Virginia and any action, administrative or judicial, brought to enforce any provision of this Contract shall be brought only in Clarke County. The Provider accepts the personal jurisdiction of any court in which an action is brought pursuant to this Contract for purposes of that action and waives all defenses to the maintenance of such action.
3. **Specific Interpretations.**
 - A. **Waiver.** The failure of the Buyer to enforce at any time any of the provisions of this Contract, or to exercise any option which is herein provided, or to require at any time any performance by the Provider of any of the provisions hereof, shall in no way affect the validity of this Contract or any part thereof, or the right of the Buyer to thereafter enforce each and every provision.

- B. **Remedies Cumulative.** All remedies afforded in this Contract shall be construed as cumulative, that is in addition to every other remedy provided herein or by law.
 - C. **Severability.** If any part, term, or provision of this Contract is held by a court of competent jurisdiction to be in conflict with any state or federal law, the validity of the remaining portions or provisions shall be construed and enforced as if this Contract did not contain the particular part, term or provision held to be invalid.
 - D. **Captions.** This Contract includes the captions, headings and titles appearing herein for convenience only, and such captions, headings and titles shall not affect the construal, interpretation or meaning of this Contract.
 - E. **Contract Construal.** Neither the form of this Contract, nor any language herein, shall be interpreted or construed in favor of or against either party hereto as the sole drafter thereof.
4. **Purchase of Services Order.**
- A. **Requirement for PSO.** A Purchase of Services Order (PSO) shall be issued for any and all discrete services that are to be provided by the Provider to any client under the supervision or authority of the Buyer. No services shall be administered to a client under the supervision or authority of the Buyer without a PSO authorizing such discrete services signed by the financial officer, Brenda Bennett, and the Provider.
 - B. **Contents of PSO.** The PSO shall define the terms of purchase and service delivery to a specific client. The PSO shall include the proposed objectives, the term of service, and the type of services to be rendered to the client. The child's Individual Family Services Plan (IFSP) shall be considered by the Provider and the Buyer in determining the proposed objectives, the term of service and the types of services to be rendered to the child.
 - C. **Charges under PSO.** The Provider agrees to charge the Buyer for only those services described in the PSO and in accordance with the Billing provisions of Section ten (10) of this Contract. The provider agrees to invoice for allowable, reasonable, and necessary service costs in accordance with the categories applicable to Title IV-E, Medicaid and other identified alternative funding source as directed by the buyer.
 - D. **Adjustment or Termination of PSO by Buyer.** The Buyer may adjust or terminate the PSO at any time as a result of changes in the child's eligibility for or progress with services or if the Buyer deems it to be in the client's best interest to terminate the PSO. In the event that the Buyer becomes unable to honor any or all approved PSOs for causes beyond the Buyer's reasonable control, including, but not limited to, failure to receive promised funds from federal, state, or local government sources or donor default in providing matching funds, the Buyer may terminate or modify any or all PSOs issued pursuant to this Contract as necessary to avoid delivery of services for which the Buyer cannot make payment. The Buyer shall notify

the Provider immediately as soon as it becomes aware of such a cause for termination.

- E. **Termination of PSO by Provider.** The Provider may only terminate a PSO prior to its expiration in the event of the child subject of the PSO committing an infraction considered a Serious Incident as defined in Section fourteen (14) of this Contract and the Provider having followed the notice requirements stated therein. In the event of termination of a PSO, all reasonable efforts will be made to give the Buyer **15** days written notice prior to termination of services to the child. Such written notice shall include the specific reason(s) for terminating services to the child.
5. **Employee Background Checks:** Employees and any other adults (volunteers, et al) providing services to or having contact with a client placed by the Provider must be checked through a Central Registry check through Child Protective Services, a fingerprint check through the West Virginia or Virginia State Police (as appropriate depending on location), and a fingerprint check through the Federal Bureau of Investigation prior to the individual beginning work, so long as the aforementioned employee check is not in conflict with the Provider's state's laws. If it is known that the employee has moved from another state and has worked with children within one year of his or her employment this state must also be checked. If the Provider is notified that any of its employees are named in a child protective service registry, then this information will be made available by the Provider to the Buyer with thirty (30) days of receipt of such notice. The provider will be in compliance with all Federal and State laws, regulations and licensure requirements relating to the conducting of criminal checks of its employees.
6. **Licensure:** The Provider represents and warrants that it (1) duly holds all necessary licenses required by local, State, federal laws and regulations and (2) will furnish satisfactory proof of such licensure to the Buyer's representative within ten (**10**) days after the execution of the Agreement. The Provider covenants that it will maintain its required licensed status with the appropriate governmental authorities and will notify the Buyer within ten (**10**) days of the issuance of any provisional license. In the event such licensing is suspended, withdrawn or revoked, the Provider agrees that such suspension, revocation or withdrawal shall constitute grounds for the immediate termination of this Agreement. Misrepresentation of possession of such license shall constitute a breach of contract and terminate this Agreement without written notice and without financial obligation on the part of the Buyer to pay the Provider's invoices.
7. **Service Quality.** The Provider shall provide services at or above the quality standard in the industry at which the service is provided. The description or evaluation written in the Office of Children's Services (OCS) Service Fee Directory of the Profile of Services and Prices shall set forth the minimum level of service acceptable.
The Provider shall permit representatives of the Buyer to conduct program and facility reviews to assess service quality and compliance with the Individual Family

Service Plan of any child under the supervision or authority of the Buyer. Such reviews shall include, but are not limited to, meetings with consumers, review of services records, review of service policy and procedural issuance, review of staffing ratios and job descriptions, review of financial records pertaining to any child under the supervision and authority of the Buyer, and meeting with any staff directly or indirectly involved in the provision of services to any child under the supervision or authority of the Buyer. Such reviews may occur as deemed necessary by the Buyer and may be unannounced.

8. **Service Rates.** The rates for services provided to a specific child by the Provider shall be set forth in the PSO for the child. The Provider may not increase the rate for any service described in a PSO during the term of the PSO unless the PSO provides for an automatic rate increase option, in which case the rate may only be increased in the initial month of the Buyer's fiscal year and must be agreed to in writing by the Buyer. The provider is required to have all services and rate information entered and up-to-date in the Service Fee Directory by the beginning of the contract year.

The Provider shall provide to the Buyer written notice of any planned rate increase **30 days** prior to the initial month of the Buyer's next fiscal year. Such written notice shall contain the justification for the increase and shall be submitted in triplicate to the Buyer's Children's Services Act Manager.

9. **Medicaid.** The Provider shall file for Medicaid reimbursement for any Medicaid eligible services provided by the Provider to any Medicaid eligible child under the supervision or authority of the Buyer. The Provider shall be responsible for adhering to all Medicaid requirements, both service and fiscal. Any costs associated with improper management of Medicaid cases on the part of the provider shall be the sole responsibility of the Provider. The Provider shall provide the Buyer with documentation specifying the status of initial Medicaid approval within twenty-four (24) hours (one working day) of receipt of such by the Provider. All other documentation specific to Medicaid received by the Provider shall be provided in writing to the Buyer within forty-eight (48) hours (two working days) by the Provider. The Buyer shall not be responsible for payment of Medicaid eligible services that are denied by Medicaid for reasons attributable to fault of the Provider.
10. **Billing.** The Provider shall bill the Buyer each month for all services rendered to a client pursuant to a PSO. The Provider shall bill the Buyer for any and all services provided within thirty (30) days of the date on which the service was provided. The Buyer agrees to mail payment for all correct invoices within forty-five (45) days of receipt of the invoice. In no case, shall the Buyer be obligated to pay for services rendered to a child when the Provider fails to submit an invoice to the Buyer for such services within forty-five (45) days of the date of the service.

The Provider's invoice shall list: the applicable services provided by funding source category as directed by the Buyer and shall specify the name of the client to whom each service was provided and the date of service. The amount billed for services shall be the amount agreed upon in the PSO authorizing services to the child to whom the service was provided. The Provider agrees to bill and the Buyer agrees to pay for only those services authorized by the PSO for a specific child.

The Provider shall bill the Buyer for the actual increments of service provided to the client as agreed upon by the buyer and the provider

In the event of an absence of a non-residential child for a previously scheduled service, the Buyer agrees to pay to the Provider the service rate agreed to in the PSO for the child for up to (three) 3 such occurrences per Buyer's fiscal year.

The Buyer shall return incorrect invoices without payment to the Provider for correction within forty-five (45) days of receipt of the invoice.

Within fifteen (15) days of receipt of the returned invoice, the Provider shall correct any incorrect invoice and re-submit the corrected invoice to the Buyer for payment. If the Provider finds that the invoice is correct, the Provider shall forward a written explanation for the invoice with supporting documents to the Buyer within fifteen (15) days of receipt of the returned invoice. If the Provider's notification and supporting evidence are not received by the Buyer within the fifteen (15) day limit, then the Buyer shall not be obligated to make payment upon any disputed portion of the invoice. The Provider shall immediately notify the Buyer of any overpayment for services by the Buyer.

By signing this agreement, the Buyer and the Provider are in agreement that costs for services provided should be billed within thirty (30) days of the date on which the service was provided. The Buyer agrees to mail payment for all correct invoices within forty-five (45) days of receipt of the invoice.

11. **Accounting and Record Keeping.** The Provider shall maintain an accounting system and supporting records adequate to assure that claims for funds are in accordance with applicable state, federal and appropriate accrediting agency requirements. Such supporting records shall reflect all direct and indirect costs of any nature expended in the performance of this Contract and all income from any source. The Provider shall also collect and maintain fiscal and statistical data pursuant to the servicing of this Contract and any PSO for a child under the supervision or authority of the Buyer on forms designated by the Buyer.

The Provider agrees to retain all books, records, and other documents relative to this Contract and any PSO for a child under the supervision or authority of the Buyer for five (5) years after any final payment pursuant to this Contract and any PSO for a child under the supervision or authority of the Buyer or as long as necessary for purposes of any unresolved state or federal audit. The Buyer, its

authorized agents, and state or federal auditors shall have full access to and the right to examine any of said materials during an audit.

12. **Confidentiality.** Any information obtained by the Provider pursuant to this Contract concerning applicants, a child under the supervision or authority of the Buyer, or such child's family members shall be treated as confidential. Use or disclosure of such information by the Provider shall be limited to purposes directly connected with the Provider's responsibility for services under this Contract. Both parties further agree that this information shall be safeguarded in accordance with the provisions of the Code of Virginia, as amended, and any other relevant provisions of state or federal laws.
13. **Serious Incident Reporting:** The following procedures shall be adhered to in reporting a serious incident, actual or alleged, which is related to youth placed by the Buyer. A serious incident includes, among others, abuse or neglect; criminal behavior; death; emergency treatment; facility related issues, such as fires, flood, destruction of property; food borne diseases; physical assault/other serious acts of aggression; sexual misconduct/assault; substance abuse; serious illnesses, (such as tuberculosis or meningitis), serious injury (accidental or otherwise); suicide attempt; unexplained absences; or other incidents which jeopardize the health, safety, or well-being of the youth.

Within 24 hours of a serious incident, or by the next business day, the Provider shall report the incident by speaking to or leaving a message for the case manager of the placing agency of each youth involved. Within 48 hours of the serious incident, the Provider shall complete and submit to the case manager of the placing agency for each youth involved a written report.

The written report of the serious incident shall provide a factual, concise account of the incident and include:

Name of facility/provider; name of person completing form; date and time of serious incident; date of the report; child/youth's name, age, gender, ethnicity; placing agency name; placing agency case manager' name; where the incident occurred, description of incident (including what happened immediately before, during and after the incident); names of witnesses; action taken in response to incident; names/agencies notified (family, legal guardian, child protective services, medical facility, police); recommendation for follow-up and/or resolution of incident; signature of person completing report; and facility/provider director's (or designee) signature and date.

Separate reports should be completed and submitted for each child/youth involved and placed by the Buyer. The provider is responsible for ensuring the confidentiality of the parties involved in the incident.

In the event the case manager of the placing agency determines that a serious incident has occurred, the case manager will notify the Provider of the allegation. The provider shall within 48 hours of the case manager's notification complete and submit a written report as provided, supra.

14. **Grievances.** In the event that a child under the supervision or authority of the Buyer submits a complaint to the Buyer concerning the Provider, the Provider shall promptly provide all verbal or written information or documents within its control relevant to such complaint to the Buyer upon a request by the Buyer for such information.
15. **Subcontracts.** The Provider shall not enter into any subcontract for any of the services approved under this Contract without obtaining the prior written approval of the Buyer. Subcontractors shall be subject to all of the provisions, requirements, and conditions of this Contract and any PSO signed pursuant to this Contract. The Provider shall be solely responsible for the performance of any of its subcontractors.
16. **Not Employees.** The Provider's performance under this Contract is as an independent contractor, and neither the Provider nor its employees, assignees or subcontractors shall be deemed employees of the Buyer while performing under this Contract.
17. **Insurance.** The Provider shall at its sole expense obtain and maintain during the term of this Contract the insurance policies listed and required herein, naming the Buyer as an additional insured, and shall furnish the Buyer with a certificate of insurance prior to commencing work upon any PSO signed pursuant to this Contract. Any required insurance policies must be effective prior to the provision of any services or performance by the Provider under this contract and such policies cannot be cancelled without ninety days written notice to the Buyer. The following insurance is required:
 - A. Commercial general liability insurance, written on an occurrence basis which shall insure against all claims, loss, cost damage, expense or liability from loss of life or damage or injury to person or property arising out of the Provider's performance under this Contract. The minimum limits of liability for this coverage shall be \$1,000,000.00 combined single limit for any one occurrence.
 - B. Contractual liability broad form insurance shall include the indemnification obligation set forth in this contract.
 - C. Workers' compensation insurance covering Provider's statutory obligations under the laws of the Commonwealth of Virginia and employer's liability insurance shall be maintained for all its employees engaged in work under

this contract. Minimum limits of Liability for employers liability insurance will be \$100,000 for bodily injury by accident each occurrence, \$100,000 bodily injury by disease (policy limit) and \$100,000 Bodily injury by disease (each employee). With respect to Workers' compensation coverage, the Provider's insurance company shall waive rights of subrogation against the Buyer, its officer, employees, agents, volunteers and representatives.

- D. Automobile liability insurance shall be at least \$1,000,000.00 combined single limit applicable to owned or non-owned vehicles used in the performance of any work under this contract.
- E. Professional liability insurance with a minimum of liability of \$2,000,000.00.

The insurance coverage in amounts set forth in this Section may be met by an umbrella liability policy following the form of the underlying primary coverage and the minimum amounts as listed above. Should an umbrella liability coverage policy be used to satisfy the requirements of this section, such coverage shall be accompanied by a certificate of endorsement stating that the policy applies to all of the above types of insurance.

- 18. **Indemnity.** The Provider shall indemnify, defend and hold harmless Clarke County Children's Services its officers, agents and employees from and against any and all losses, liabilities, claims, damages and expenses including court costs and reasonable attorneys' fees arising from any material default or breach by the Provider of its obligations specified in this Contract, as well as all claims arising from errors, omissions, negligent acts or intentional acts of the Provider, its officers, agents employees and subcontractors.
- 19. **Force Majeure.** Neither party hereto shall be held responsible for delay or failure to perform hereunder when such delay or failure is due to acts of God, flood, severe weather, fire, epidemic, strikes, the public enemy, legal acts of public authorities or delays or defaults of public carriers, which cannot reasonably be forecast or provided against.
- 20. **Miscellaneous.**
 - A. **Additional Provisions.** Any document referred to in this Contract but not attached hereto is hereby incorporated in this Contract by reference
 - B. **Merger.** This Contract, including all documents incorporated herein, constitutes both a complete and exclusive statement and the final written expression of all the terms of this Contract and of the entire understanding between the Provider and the Buyer regarding those terms. No prior written agreements or contemporaneous or prior oral agreements between the

Provider and the Buyer regarding this Contract’s subject matter shall be of any effect.

- C. **Modification.** This Contract shall not be amended, modified, or otherwise changed except by the written consent of the Provider and the Buyer given in the same manner and form as the original signing of this Contract.
- D. **Order of Precedence.** Where there exists any inconsistency between the provisions of this Contract and the provisions other documents that have been incorporated into this Contract by reference or otherwise, the provisions of this Contract shall control.
- E. **Notices.** The parties may be notified as required under this Contract as follows:

BUYER: Nadia Acosta
CSA Coordinator
Clarke County Children’s Services

PROVIDER:

IN WITNESS THEREOF, the parties have executed this Contract as follows:

Provider:

BY: _____ (NAME)
 _____ (TITLE)
 _____ (DATE)

Buyer: CLARKE COUNTY CHILDREN’S SERVICES

BY: _____

Nadia Acosta
 Coordinator, Clarke County Children's Services



Children's Services Act
Clarke County, Virginia

Laurel Center Representative to FAPT

At August's CPMT meeting, a request by FAPT was made for another team member or representative. CPMT felt that although a Department of Health representative was not feasible, perhaps a representative from an alternative program such as the Laurel Center or a victim's advocate program. The CSA Coordinator has received interest from a worker in the Laurel Center to serve on FAPT, and the FAPT believes that a Laurel Center representative would be a valuable addition to the team.

Ms. Lisa Herbaugh, the Laurel Center's Children's Project Program Coordinator, has expressed an interest in serving on FAPT. The Children's Project at the Laurel Center focuses on assisting children who have been affected by domestic violence through care coordination, safety planning, court advocacy and accompaniment, relationship support groups, educational groups, and some other programs.

Ms. Herbaugh has been a Program Coordinator at The Laurel Center since 2014. She has been the Children's Project Program Coordinator for over 8 years. The Children's Project provides wraparound services free of charge to children ages 5-17 who have witnessed or experienced domestic violence and their non-offending caregivers. Services include care coordination, licensed therapy, and legal advocacy and accompaniment. She represents The Laurel Center on many teams including Winchester and Frederick County Multi-Disciplinary Teams (MDTs), VA-513 Continuum of Care, and the Virginia Department of Criminal Justice Services (DCJS) children's services statewide workgroup. She has over 30 years of experience working in the human services field



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CSA FY 24 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: September 16, 2024	FOR PERIOD ENDING: August 31, 2024 Report ID: 42445 File Name: csa_43_m_2024_8_1.txt
LOCALITY: Clarke -FIPS 43	Contact Person: Nadia Acosta Phone Number: 540-955-5198

PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

1c.	Residential Congregate Care- CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1d.	Non-Mandated Services/Residential/Congregate	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e.	Educational Services - Congregate Care	\$0.4797	\$2,483.00	\$0.00	\$2,483.00	\$1,191.10	\$1,291.90
2.	OTHER MANDATED SERVICES						
2a.	Treatment Foster Care - IV-E	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2a.1	Treatment Foster Care	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2a.2	Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.	Specialized Foster Care - IV-E ; Community Based Services	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1	Specialized Foster Care	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c.	Family Foster Care - IV-E ; Community Based Services	\$0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2d.	Family Foster Care Maintenance only	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e.1	State Kinship Guardianship	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e.2	Federal Kinship Guardianship	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2f.	Community - Based Services	\$0.2399	\$235.78	\$0.00	\$235.78	\$56.56	\$179.22

2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4797	\$963.00	\$0.00	\$963.00	\$461.95	\$501.05
2h.	Wrap-Around Services for Students With Disabilities	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2399	\$209.31	\$0.00	\$209.31	\$50.21	\$159.10
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$3,891.09	\$0.00	\$3,891.09	\$1,759.82	\$2,131.27

CSA FY 24 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

PART 2 - EXPENDITURE REFUND DESCRIPTION

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$0.00
Child Support Collections through DCSE	040	\$0.00
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$0.00

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.



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CSA FY 25 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: September 16, 2024	FOR PERIOD ENDING: August 31, 2024 Report ID: 42446 File Name: csa_43_m_2024_8_1.txt
LOCALITY: Clarke -FIPS 43	Contact Person: Nadia Acosta Phone Number: 540-955-5198

PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1c. Residential Congregate Care- CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5996	\$12,865.00	\$0.00	\$12,865.00	\$7,713.85	\$5,151.15
1d. Non-Mandated Services/Residential/Congregate	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	\$0.4797	\$12,620.20	\$0.00	\$12,620.20	\$6,053.91	\$6,566.29
2. OTHER MANDATED SERVICES						
2a. Treatment Foster Care - IV-E	\$0.4797	\$9,858.00	\$0.00	\$9,858.00	\$4,728.88	\$5,129.12
2a.1 Treatment Foster Care	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2b.	Specialized Foster Care - IV-E ; Community Based Services	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1	Specialized Foster Care	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c.	Family Foster Care - IV-E ; Community Based Services	\$0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2d.	Family Foster Care Maintenance only	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4797	\$1,732.00	\$0.00	\$1,732.00	\$830.84	\$901.16
2e.1	State Kinship Guardianship	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e.2	Federal Kinship Guardianship	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2f.	Community - Based Services	\$0.2399	\$13,455.00	\$0.00	\$13,455.00	\$3,227.85	\$10,227.15
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4797	\$1,123.50	\$0.00	\$1,123.50	\$538.94	\$584.56
2h.	Wrap-Around Services for Students With Disabilities	\$0.4797	\$16,527.50	\$0.00	\$16,527.50	\$7,928.24	\$8,599.26
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$68,181.20	\$0.00	\$68,181.20	\$31,022.51	\$37,158.69

CSA FY 25 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

PART 2 - EXPENDITURE REFUND DESCRIPTION		
Information regarding total expenditure refunds reported in Part 1, Line 4(c).		
EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &###133;)	030	\$0.00

Child Support Collections through DCSE	040	\$0.00
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$0.00

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

FY25

CSA Budget	Munis GL Description	Munis GL Obj code	PO category	FY25 CSA CLARKE budget	FY25 State Allocations	Trnsfr/Adjs	Supp. Appr.	Revised FY25 CLARKE Budget	responded	responded	responded	responded	responded	responded	responded	responded	responded	Balance of CLARKE Budget		
									6.6.24	6.27.24	7.17.24	7.30.24	8.06.24	9.04.24	9.06.24	9.11.24	Disencumbered			
									July POs email dtd	July POs email dtd	July POs email dtd	July POs email dtd	July POs email dtd	August Pos email dtd	August PO email dtd	Sept PO's email dtd 8.28 & 9.11.24				
									5.31.24	6.27.24	7.17.24	7.29.24	8.06.24	8.28.24	9.5.24	9.11.24				
	21200020	579001	MAN (FC4E)		349,319			-										0		
	21200020	579002	MAN (FC)	12,500	9,713			12,500	6,200	3,000								3,300		
	21200020	579003	MAN (RCDN or RCPA)	13,750	10,684			13,750		25,730				12,450				(24,430)		
	21200020	579004	MAN (ESCC)	69,731	54,184			69,731		54,406								15,325		
	21200020	579005	MAN (TF4E)	17,678	13,737			17,678										(11,578)		
	21200020	579006	MAN (TF)	50,000	38,853	(4,689)		45,311			29,256							45,311		
	21200020	579007	MAN (FF4E)	25,333	19,685			25,333										25,333		
	21200020	579009	MAN (FFOP)	23,799	18,493			23,799		5,147				9,650	563	1,695		6,744		
	21200020	579010	MAN (CBS)	165,295	128,443	(36,852)		128,443	10,000	26,950			34,657			350		39,601		
	21200020	579011	MAN (CSTR)	6,977	5,421			6,977										6,977		
	21200020	579012	MAN (ADP)	54,482	42,335			54,482		1,124								53,359		
	21200020	579015	MAN					-										0		
	21200020		CSA Svc Miscellaneous Exp	10,000	7,771	(9,220)		780										780		
			sub-total	449,545	349,319	(50,761)		398,784	16,200	116,357	29,256	34,657	-	38,985	563			160,721		
																		Available balance of mandated svcs		
	21200020	579013	WSS (SPS)	23,264	64,805	41,541		64,805	15,052	18,105	17,550	27,825	2,485	-		5,250		(32,670)		
	21200020	579014	NON (COMM)	10,000	19,220	9,220		19,220										19,220		
			sub-total	482,809	433,344	-	-	482,809	31,252	134,462	46,806	62,482	2,485	77,970	1,126	7,295	-	(32,670)		
																		30,428		
																		Available balance of WRAP and Non-mandated		
ADMINISTRATIVE BUDGET									A C T U A L S											
	21200010		CSA AdminPur SVC	1,500				1,500	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	21200010		CSA Admin Mat & Sup	500				500												
	21200010		CSA Admin Regular Salaries	23,764				23,764												
			sub-total	25,764				25,764												
			TOTAL	508,573				508,573												
																				216,913
																				Overall Fund balance net POs

Notes:

Admin Expenses are actual, not based on POs
 Local Original Bdg, excluding Admin, is \$49,465 more than allocated State bdtg
 398,784 County Pooled Bdg lines
 (349,319) State Pooled Bdg lines
 49,465 Excess Bdg per County

Munis Bdg allocation by %	
579002	2.78%
579003	3.06%
579004	15.51%
579005	3.93%
579006	11.12%
579007	5.64%
579009	5.29%
579010	36.77%
579011	1.55%
579012	12.12%
misc	2.22%
	100.00%

CSA ID	Service	Provider	PO # + Line	POSO Encumbered	Date Range	July \$	August \$	Invoice Total	
357	Family Centered Treatment	Health Connect America	2538411 (CBS)	\$6,600.00	Jul-Aug			\$0.00	
	Parent Mentoring	Connected Communities	2538432 (CBS)	\$2,982.00	Aug-Oct	*	603.50	\$603.50	
	Therapeutic Mentoring	Connected Communities	2538433 (CBS)	\$9,940.00	Aug-Oct	*	2,414.00	\$2,414.00	
377	Therapeutic Mentoring	Connected Communities	2538444 (CBS)	\$6,816.00	Sep-Nov	*	*	\$0.00	
362	Parent Mentoring	Connected Communities	2538427 (CBS)	\$1,065.00	Aug	*	106.50	\$106.50	
	Parent Mentoring	Connected Communities	2538446 (CBS)	\$2,769.00	Sep-Nov	*	*	\$0.00	
350	Basic and Enhanced Maintenance	Belinda Poston	2538409 (FFOP)	\$3,464.00	Jul-Aug		1,732.00	\$3,464.00	
	CTS-Family	Life Enrichment Services	2538408 (CBS)	\$10,000.00	Jul-Aug		\$3,950.00	\$8,075.00	
	Basic and Enhanced Maintenance	Belinda Poston	2538447 (FFOP)	\$3,464.00	Sep-Oct	*	*	\$0.00	
	CTS-Stepdown	Life Enrichment Services	2538448 (CBS)	\$3,150.00	Sep-Oct	*	*	\$0.00	
	Badges Mentoring	Life Enrichment Services	2538449 (CBS)	\$2,450.00	Sep-Oct	*	*	\$0.00	
345	Residential Education	Timber Ridge	2538417 (ESCC)	\$32,441.31	Jul-Dec		\$5,362.20	\$5,362.20	
343	Residential Education	Bridges Treatment Center	2538415 (ESCC)	\$21,965.00	Jul-Dec		\$4,011.00	\$7,258.00	
344	Daily Residential Rate	DTAC	2538416 (RCNC)	\$25,730.00	Jul-Aug		\$12,865.00	\$25,730.00	
	Daily Residential Rate	DTAC	2538450 (RCNC)	\$12,450.00	Sep	*	*	\$0.00	
315	Treatment Foster Care Level 2	People Places	2538422 (TF4E)	\$29,256.00	Jul-Dec		\$4,929.00	\$9,858.00	
371	Childcare	Grace Academy	2538404 (CBS)	\$3,350.00	Jul-Aug		\$1,675.00	\$3,015.00	
	Parent Mentoring	Life Enrichment Services	2538393 (CBS)	\$3,400.00	Jul-Aug		\$1,445.00	\$2,890.00	
	Parent Mentoring	Life Enrichment Services	2538443 (CBS)	\$1,700.00	Sep	*	*	\$0.00	
354	Group Home Daily	Evans Home	2538392 (FC)	\$6,200.00	Jul-Aug		\$3,100.00	\$3,100.00	
	Group Home Daily	Evans Home	2538413 (FC)	\$3,000.00	Sep	*	*	\$0.00	
	Supplemental Clothing Allowance	Evans Home	Invoice	\$173.72	Jul		\$173.72	\$173.72	
	Therapeutic Mentoring	Wellness 8	2538420 (CBS)	\$4,200.00	Jul-Sep		\$1,400.00	\$1,400.00	
	Prorated Basic and Enhanced Maint.	Teresa Boward	2538457 (FFOP)	\$1,695.20	Sep	*	*	\$0.00	
	Additional Mentoring	Wellness 8	2538456 (CBS)	\$350.00	Sep	*	*	\$0.00	
382	Basic and Enhanced Maintenance	Joshua Foster	2538412 (FFOP)	\$1,683.00	Jul		\$1,683.00	\$1,683.00	
	Basic and Enhanced Maintenance	Joshua Foster	2538442 (FFOP)	\$1,683.00	Aug	*	1,683.00	\$1,683.00	
	Basic Maintenance	Joshua Foster	2538454 (FFOP)	\$563.00	Sep	*	*	\$0.00	
	Childcare	Stepping Stones Learning Academy	2538428 (CBS)	\$5,180.00	Aug-Oct	*		\$0.00	
	Childcare	Stepping Stones Learning Academy	2538435 (CBS)	\$1,850.00	Jul		*	\$0.00	
375	Extended School Year	Blue Ridge Educational Center	2538410 (ADP)	\$1,123.50	Jul		1123.5	\$1,123.50	
	Private Day School Tier 9	Blue Ridge Educational Center	2538418 (ADP)	\$20,930.00	Aug-Dec	*	3,910.00	\$3,910.00	
380	Parent Mentoring	Wellness 8	2538405 (CBS)	\$7,000.00	Jul-Aug		\$3,360.00	\$6,370.00	
356	Family Centered Treatment	Health Connect America	2538391 (CBS)	\$6,600.00	Jul-Aug		\$3,300.00	\$3,300.00	
384	Childcare	Grace Academy	2538429 (CBS)	\$4,690.00	Aug-Oct	*		\$0.00	
385	Parent Mentoring	Connected Communities	2538430 (CBS)	\$4,260.00	Aug-Oct	*	674.50	\$674.50	
	Childcare	Grace Academy	2538431 (CBS)	\$4,690.00	Aug-Oct	*		\$0.00	
386	Prorated Basic and Enhanced Maint.	Teresa Boward	2538441 (FFOP)	\$441.70	Aug	*	441.70	\$441.70	
387	Prorated Basic and Enhanced Maint.	Teresa Boward	2538440 (FFOP)	\$441.70	Aug	*	441.70	\$441.70	
388	Prorated Basic and Enhanced Maint.	Teresa Boward	2538438 (FFOP)	\$441.70	Aug	*	441.70	\$441.70	
389	Prorated Basic and Enhanced Maint.	Teresa Boward	2538439 (FFOP)	\$401.52	Aug	*	401.52	\$401.52	
347	Prorated Basic and Enhanced Maint.	Kerry Desjardins	2538452 (FFOP)	\$820.30	Aug	*	820.30	\$820.30	
	Basic and Enhanced Maintenance	Kerry Desjardins	2538453 (FFOP)	\$1,956.00	Sep	*	*	\$0.00	
								Invoice Total	
	Base Allocation		\$368,539	Total POs	\$263,366.65	Invoices	50,109.42	44,631.42	94,740.84
	Base POs		\$263,366.65						
	Base Left	105172.35							
	Non-Mandated		19,220.00						
	Base Allocation		368,539.00						
	Base without Non-Mandated	349319							

Purchase Order Available Balance	Utilization Rate
6600	
2378.5	
7526	
6816	
958.5	
2769	
0	100.00%
1925	80.75%
3464	
3150	
2450	
27079.11	
14707	
0	
12450	
19398	
335	90.00%
510	85.00%
1700	
3100	
3000	0.00%
0	100.00%
2800	
1695.2	
350	
0	100.00%
0	
563	
0	
5180	
1850	
17020	
630	91.00%
3300	
4690	
3585.5	
4690	
0	100.00%
0	100.00%
0	100.00%
0	100.00%
0	100.00%
1956	

Unused Base Allocation
273798.16

FY25 Base Allocation (w/o Nonmandated)	349,319.00
Current FY25 Base Allocation Left	105,172.35
Closed Session Requests	83,358.16
FY25 Base Allocation Left after Closed Session	21,814.19

DSS In-Home Prevention Cases	
Amount Encumbered To Date	22,550.00
Amount Predicted for FY25	0.00

DSS Foster Care Cases	
Amount Encumbered To Date	110,836.84
Amount Requested in Closed Session	38,258.16
Amount Predicted for FY25	298,190.00
Amount Needed to Complete FY25	149,095.00

SpEd Private Day School Cases	
Amount Encumbered to Date	22,053.50
Amount Predicted for FY25	44,107.00
Amount Needed to Complete FY25	22,053.50

Amount Needed to Complete FY25 0.00

Current Average Utilization Rate 95.00%

CHINS Prevention Cases	
Amount Encumbered to Date	10,650.00
Amount in WRAP	65,976.00
Amount Requested in Closed Session	19,935.00
Amount Predicted for FY25	193,122.00
Amount Needed to Complete FY25	96,561.00

SpEd Residential Placement Out of State	
Amount Encumbered to Date	38,180.00
Amount Requested in Closed Session	24,865.00
Amount Predicted for FY25	189,135.00
Amount Needed to Complete FY25	126,090.00

SpEd Residential Education Cases	
Amount Encumbered to Date	54,406.31
Amount Predicted for FY25	108,812.62
Amount Needed to Complete FY25	54,406.31

Amount Needed to Complete FY25	448,205.81
Subtract FY25 Base Allocation Left	426,391.62
State Supplement Request (52.03%)	221,851.56
County Allocation (47.97%)	204,540.06
County Extra Budget	49,465.00
County Supplement Request	155,075.06
Total Base Allocation w/Projections	797,524.81
State Total Allocation w/Projections (52.03%)	414,952.16
County Total Allocation w/Projections (47.97%)	382,572.65

FY25 WRAP Allocation	\$64,805.00	Current Average Utilization Rate	44.35%
Current FY25 WRAP Left	\$2,186.75		
Closed Session Requests	\$7,075.00		
FY25 WRAP After Closed Session	(\$4,888.25)		
WRAP Cases			
Amount Encumbered to Date	\$25,261.00		
Amount Requested in Closed Session	\$7,075.00		
Amount Predicted for FY25	\$64,672.00		
Amount Needed to Complete FY25	\$32,336.00		
Estimated Supplemental			
Amount Needed to Complete FY25	\$32,336.00		
Subtract FY25 WRAP After Closed Sess.	\$37,224.25		
State Supplement Request (52.03%)	\$19,367.78		
County Supplement Request (47.97%)	\$17,856.47		

Finance | **Demographics/Utilization** | **Outcome Measures** | **Home**

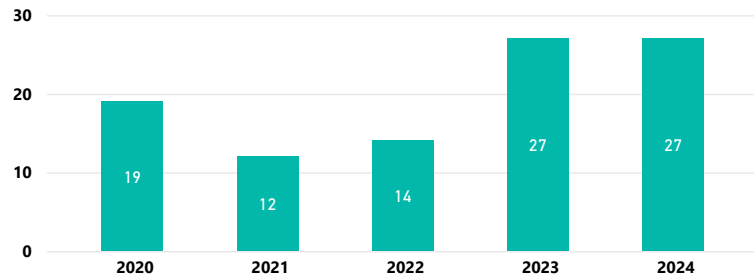
Mandate Type

Service Placement Type

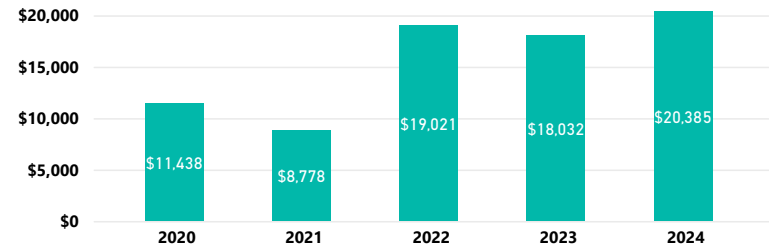
Service Name

Expenditure Code

Distinct Child Count

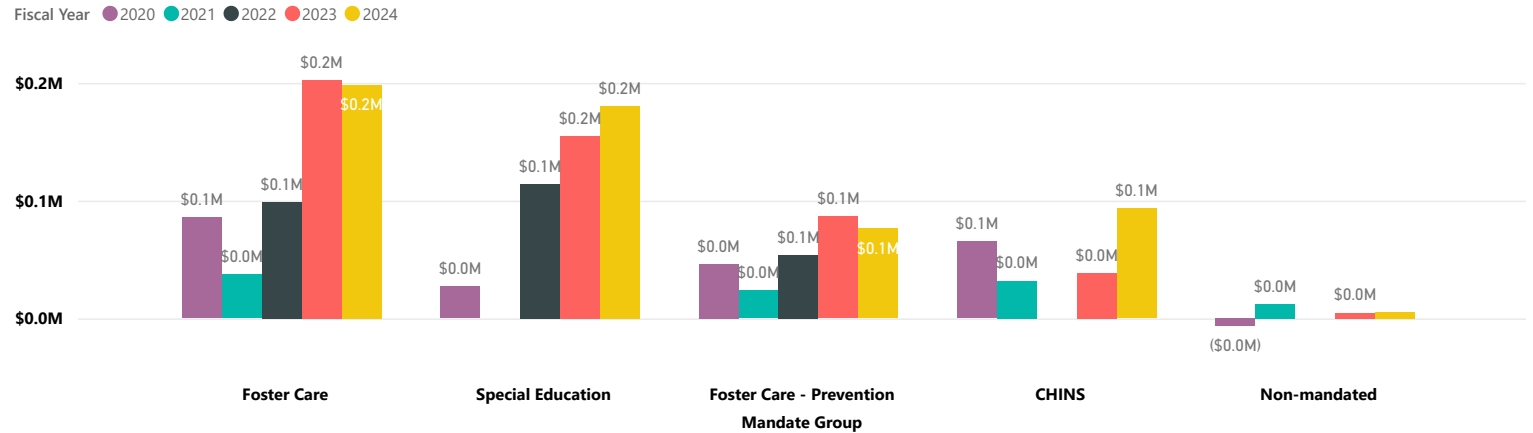


Average Net Expenditures Per Child



Clarke County

Total Net Expenditures By Mandate Type*



Fiscal Year	Net Expenditures
2020	\$0.2M
2021	\$0.1M
2022	\$0.3M
2023	\$0.5M
2024	\$0.6M

*The sum of net expenditures by mandate type may be slightly inflated because of uncategorized refunds.

Data is updated through 8/7/24

What percentage of youth, starting services between FY2019 and FY2023, saw a change from their Initial CANS scores?
How did proportions change, as time increased between assessments?

CANS

Foster Care

CSA

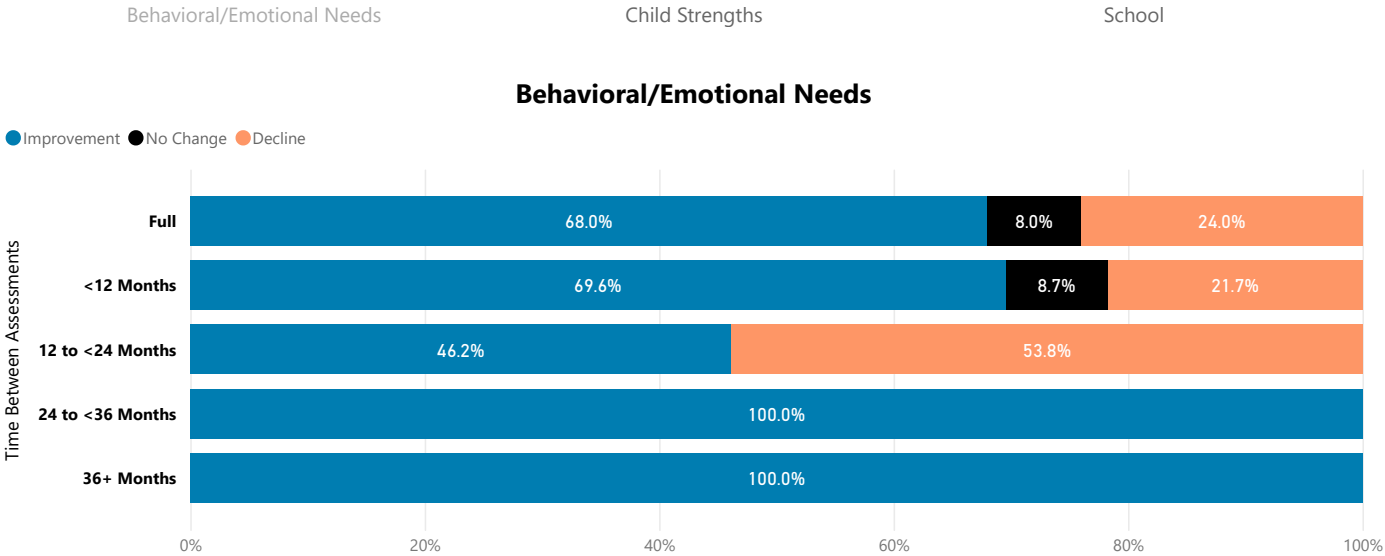
Location

Clarke County

Data updated 07/19/2024

Select one service placement group below to filter results for youth receiving specific services during the period:

- Community-Based
- Foster Care/Independent Living
- Residential
- Special Education/WRAP



How does your locality's performance compare to statewide percentages?

	Improvement		No Change		Decline	
	State	Locality	State	Locality	State	Locality
Full	44.6%	68.0%	20.8%	8.0%	34.6%	24.0%
<12 Months	41.4%	69.6%	24.3%	8.7%	34.3%	21.7%
12 to <24 Months	47.7%	46.2%	15.0%	0.0%	37.3%	53.8%
24 to <36 Months	48.7%	100.0%	12.6%	0.0%	38.7%	0.0%
36+ Months	50.5%	100.0%	11.1%	0.0%	38.3%	0.0%

[Click here for Dashboard Instruction Manual](#)

[Click here for Dashboard Codes](#)

Finance

Demographics/Utilization

Outcome Measures

Location

Clarke County 

Statewide data updated through **09/13**
of current Program Year

At-A-Glance

	2020	2021	2022	2023	2024
Distinct Child Count	19	12	14	27	27
Net Expenditures	\$0.2M	\$0.1M	\$0.3M	\$0.5M	\$0.6M
Local Net Match	\$0.1M	\$0.0M	\$0.1M	\$0.2M	\$0.1M
Average Expenditure	\$11,438	\$8,778	\$19,021	\$18,032	\$20,385
Base Match Rate	0.4797	0.4797	0.4797	0.4797	0.4797
Effective Match Rate	0.4107	0.3984	0.4064	0.3891	0.3860

CQI dashboard data consist of information submitted by individual Virginia localities for youth receiving CSA-funded services in the reporting period.