



## 17th Northern Virginia CSA Symposium & Provider Expo

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This year's 17th Annual Northern Virginia CSA Symposium and Provider Expo was held on March 13th at the Richard J. Ernst Community Cultural Center on the Northern Virginia Community College campus. The workshop presenters included local experts who spoke about developing cultural humility, free community programs

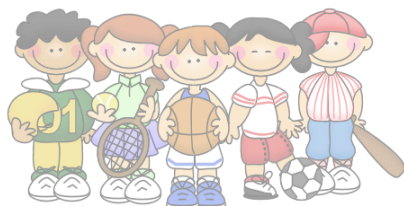
for youth and families, and how to develop coping strategies to deal with secondary traumatic stress.

More than 400 participants involved with CSA programs from Alexandria, Fairfax, Arlington, Loudoun, Prince William, and City of Manassas visited providers, networked with colleagues, and attended training workshops. More than 70 organization that provide services ranging from residential treatment, equine therapy, music therapy as well as home-based services to respite were on hand to answer questions and share information about their program's services.



Participants were encouraged to complete an evaluation and share their ideas for topics for next year's symposium workshops and to share feedback about this year's event. The Symposium Planning committee is already hard

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### Cultural Competency

## Understanding & Utilizing Cultural Competency in Working with Kids and Families

Friday, June 8th, 2018  
11:00am - 12:30pm  
Free CE 1.5 Hour Training  
11835 Hazel Circle Dr. Bristow, VA 20136

#### Learning Objectives:

- Define health literacy & cultural competency
- Identify the impact of cultural competency on patient care
- Discuss strategies to engage culturally diverse community members

Register at <https://events.r20.constantcontact.com/register/eventReg?oeidk=a07efcny074f12f7dba&oseq=&c=&ch=>

### CANS Certification

The Child Adolescent Needs and Strengths Assessment (CANS) is a mandatory uniform assessment required for children and youth served through the Children’s Services Act. New CANS users and those who need to recertify can do so at <http://www.tcomtraining.com>.

Users must pass the CANS exam with a score of .70 or more. Please send a copy of your certificate to CSA via fax at 703.653.1369.



## Upcoming Trainings & Public Meetings

Register for trainings at EmployeeU, <https://ffclearning.fairfaxcounty.gov>.

Contact Tanisha Capers at [Tanisha.capers@fairfaxcounty.gov](mailto:Tanisha.capers@fairfaxcounty.gov) or 703.324.5634 with questions.

#### CSA New Staff Trainings

##### Part III: Accessing CSA Services

Thursday, June 21st  
9 a.m. to 12 p.m.  
Government Center

Have ideas about possible training topics? We’d love to hear from you! Please contact Patricia Arriaza at [patricia.arriaza@fairfaxcounty.gov](mailto:patricia.arriaza@fairfaxcounty.gov) with your thoughts

#### CANS Booster

Thursday, May 17th  
2:00 p.m. to 3:30 p.m.  
Merrifield

#### Parental Contribution 101

Thursday, May 24th  
1 p.m. to 3 p.m.  
South County

#### Public Meetings

**CPMT**  
Friday, May 18th  
12:30 p.m. to 3:30 p. m.  
Government Center

#### ICC Stakeholders Meeting

Friday, June 1st  
10:00 a.m. to 12 p.m.

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at work to plan for next year's event!

A special thank you to the workshop presenters J. Patrick Slifka, LCSW, Jeanne Comeau, Terry Williams, Lindsey Cowen, Deepa Patel, CSOTP, LCSW, and Heather Dziewulski, LCSW for providing instructional and thought provoking workshop presentations.

For copies of the workshop materials, please visit <https://www.fairfaxcounty.gov/healthymindsfairfax/csa-symposium>.

## Fraud Risk Assessment Survey Results

As mentioned in the December, 2017 CSA Newsletter, the Office of Children’s Services periodically performs CSA program audits to “evaluate the effectiveness of internal controls and organizational practices applicable to financial and operational activities.”



To prepare for that audit, representatives from various county agencies worked together to review CSA processes, address areas of concern and make suggestions for improvements. Additionally, staff across our CSA systems of care was asked to complete the Fraud Risk Questionnaire. One hundred eleven people responded to the survey, with 37% of the respondents being case managers.

The majority of respondents indicated that the local CSA program exhibits high ethical standards, has established internal controls to prevent, deter, and detect inappropriate and/or fraudulent activity, and that CSA partner agencies are not particularly vulnerable to fraud.

Nearly half of survey respondents indicated that they are not aware that there is a means for CSA stake-

holders (internal and external) to report fraud.

If you have concerns about service delivery, the Service Summaries distributed by CSA are a good mechanism for reporting those concerns. CSA program staff are also always available to discuss any questions or concerns you may have.

Additionally, a more formal process can be followed by contacting the Fairfax County Fraud Hotline at 703.787.3243 to report an allegation. The calls are reviewed and followed up on by the Internal Audit Office.

We thank you for taking the time to respond to the survey. With the efforts of the Audit workgroups, and your assistance in providing survey feedback, CSA staff were able to submit the Self-Assessment Audit Workgroup that the State auditors will be using to complete their CSA program audit. We remain confident that our collective efforts ensure that the Fairfax-Falls Church CSA is doing a great job of complying with the State’s requirements.



File review fun! The CSA staff reviewed dozens and dozens of client files to ensure that they’re up to compliance standards. We were told there would be pizza; how could we say no??

## What to do when a service authorization has to span two fiscal years

As you know, fiscal year 2018 ends June 30th. This is important because of the encumbrances you will be filling out for services authorized in the new few months.



Remember ... any service authorization that spans FY18 and FY19 needs to be encumbered on 2 separate forms. AND, the encumbrance for FY19 (July 1 forward) needs to be held until the end of June. This is to ensure the correct costs are reflected from the providers in case there are changes to rates and/or contracts.

Below is an example of what your encumbrances might look like for an authorization of 150 hours of HB services from April 16 to November 16, 2018.

| PROVIDER        | TYPE OF SERVICE (code from table) | UNIT RATE (see provider directory) | # OF UNITS (per hour/day /month etc.) | SERVICE DATE (mm/dd/yy) |         | EFI |
|-----------------|-----------------------------------|------------------------------------|---------------------------------------|-------------------------|---------|-----|
|                 |                                   |                                    |                                       | BEGIN                   | END     |     |
| Acme Counseling | FSS-IFPS                          | \$63/hour                          | 60 hours                              | 4-16-18                 | 6-30-18 |     |

| PROVIDER        | TYPE OF SERVICE (code from table) | UNIT RATE (see provider directory) | # OF UNITS (per hour/day /month etc.) | SERVICE DATE (mm/dd/yy) |          | EFI |
|-----------------|-----------------------------------|------------------------------------|---------------------------------------|-------------------------|----------|-----|
|                 |                                   |                                    |                                       | BEGIN                   | END      |     |
| Acme Counseling | FSS-IFPS                          | \$67/hour                          | 90 hours                              | 7-1-18                  | 10-16-18 |     |

## Check Out the CSB's Youth Council

The Fairfax-Falls Church Community Services Board's (CSB) [Youth Council](#) is doing exciting things. Do you know a teen who wants to be more involved in creating drug and alcohol-free activities in our communities and improving the wellbeing of our youth? Ask him or her to consider becoming part of the CSB's Youth Council. It's free and it's fun. The March meeting featured a panel of three George Mason University students who talked about the stresses of college life and how they say "NO" to excessive party drinking. All are welcome to come to our next meeting on Thursday, May 24 at 7:00 pm at the CSB's [Merrifield Center](#).

Reprinted from the [Healthy Minds blog](#).



Normally, correcting a typo or updating information on a form is as simple as reaching for the nearest bottle of Wite Out (or any other type of correction type product); however, when submitting any document to CSA these types of corrections are not permitted.



If you find an error on your paperwork when you review it, you can either:

1. Mark through it (one line), initial it, and write in the correction;

**Or**

2. Redo the paperwork.

Any paperwork received that has Wite Out or another type of correction product on it will be returned to you.

## Tip of the Month

Juliana Swanson

### Are you inviting the correct (required) persons to your FPM?

Remember, based on your conversations with and assessment of the child and family, there are certain professionals that should be invited to your FPM.

When your assessment, as reflected on the CANS, shows a need for the child (a score of 2 and/or 3) in the school realm, you need to have a school rep from FCPS at the meeting. Likewise, if your CANS reflects mental health needs and risk behaviors by the child, you need to have a CSB rep at the meeting. That means scores of 2 and/or 3 in BOTH the Behavioral/Emotional Needs AND Risk Behavior modules.

*This is more than just a requirement, it is best practice because it brings to the table, professionals who can provide necessary expertise and insight to help develop the best plan for the safety and well-being of your clients.*

## Let's Talk About Provider Reports

Juliana Swanson

Do you have a client receiving community-based services from a contracted provider? Are you getting monthly reports from those providers on time?

As part of a provider's contract with the CSA, an agency or individual is REQUIRED to send you a report of your client's participation by the 10<sup>th</sup> of each month.

Even if you are not seeking additional funding you should be getting these reports so you can keep track of how your client is progressing ... or not ... with the services you are using.

### What if you are not getting the reports?

If this is an ongoing problem and you have tried to correct it with the agency but the reports still aren't coming or are inadequate, you should contact Barbara Martinez in Contracts at 703-324-8484.

***Remember, you are the buyer so make sure you're getting what is being paid for!***



### Children's Services Act Office

Question, Concerns or Compliments ...  
Please don't hesitate to let us know!



DFSCSA@fairfaxcounty.gov

703.324.7938

