

September 15, 2013

Patrick O'Donnell, Clerk of the Legislature
State Capitol, Room 2018
P.O. Box 94604
Lincoln, NE 68509

Dear Mr. O'Donnell,

Nebraska Statute 43-4408 requires the Department of Health and Human Services to report to the Health and Human Services Committee of the Legislature by September 15 on the Department's monitoring of any lead agencies or the pilot project, including the actions taken for contract management, financial management, revenue management, quality assurance and oversight, children's legal services, performance management, and communications.

This report is attached.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Pristow', enclosed within a large, loopy oval shape.

Thomas D. Pristow, MSW, ACSW, Director
Division of Children & Family Services
Department of Health and Human Services

Attachments

**Department of Health and Human Services
Division of Children and Family Services**

Revised Statute 43-4408

Pilot Project Monitoring and Functional Capacity

**Prepared for the
Health and Human Services Committee of the Legislature**

September 2013

Section I: Continuous Quality Improvement Framework

DHHS continues to monitor the pilot project utilizing a continuous quality improvement framework.

Type of Feedback	Participants	Frequency	Purpose
Entries & Exits Conference Call	Local DHHS and NFC Program Staff	Weekly	To ensure the right children are entering and exiting the system. A review of the data on the weekly Point-in-Time Report (PIT) is reviewed to ensure progress on serving the right children in the right setting is being achieved.
Management Meeting	ESA Service Area Administrator and NFC CEO and NFC COO	Monthly	To resolve programmatic and process issues. To complete joint system planning and review data outcomes.
Local Operations Meeting	Local DHHS Staff and NFC Program Staff	Monthly	To review issues pertaining to the Courts, (e.g. missed hearings, lack of reports, timely access to services and any system-related challenges).
Joint Supervisor Meetings	DHHS Supervisors/Admin and NFC Supervisors/Directors	Monthly	To coordinate case transfer and service provision issues. To ensure language and consistency among agencies. To resolve and brainstorm system efficiencies and issues.
Shelter Utilization Meetings	DHHS Admin and NFC Directors	Weekly	Review the utilization of shelter care and capacity building within programs to support families and children in family-like settings.

Section II: Contract Monitoring and Accountability

A. Compliance Reviews

DHHS continues to monitor the pilot project's compliance reviews as described in the December 2012 report.

Type of Review	Date of On-Site Reviews
Personnel File Review- On-Site Review	Sept. 20, 2012 Dec. 18, 2012 March 27, 2013 June 24, 2013
Quarterly & Annual Data Reports per Federal and State Requirements	Oct. 15, 2012 Jan. 15, 2013 April 15, 2013 July 15, 2013

B. Process and Outcome Measures

DHHS continues to monitor the pilot project's performance utilizing the Process Measures and Outcome Measures.

Process Measures	Frequency of Review	Forum
Documentation of Placement Changes within 72 hours	Monthly	Statewide CQI meetings
Family Team Meetings 1 x every 90 days	Monthly	Statewide CQI meetings
Contact with Child in Out-of-Home Care-1 x month	Monthly	Statewide CQI meetings
Contact with Child in Non-Court Case-1 x month	Monthly	Statewide CQI meetings
Contact with State wards (In-Home and Out-of-Home) 1 x month	Monthly	Statewide CQI meetings
Outcome Measures	Frequency of Review	Forum
Absence of Maltreatment Recurrence	Quarterly	Statewide CQI meetings
Absence of Maltreatment in Foster Care	Quarterly	Statewide CQI meetings
Permanency for Children in Foster Care	Quarterly	Statewide CQI meetings
Timeliness of Adoption	Quarterly	Statewide CQI meetings
Exits to Adoption in less than 24 months	Quarterly	Statewide CQI meetings
Timeliness and Permanency of Reunification	Quarterly	Statewide CQI meetings
Placement Stability	Quarterly	Statewide CQI meetings

Section III: Fiscal Monitoring

DHHS continues to monitor the pilot project's financial statements as indicated in the December 2012 report. DHHS continues to consider NFC as a sub-recipient and no longer a contractor. NFC is also required to conduct and submit an annual A-133 audit.

DHHS also requires NFC to submit an “actual” invoice for each service provided during the month. Invoiced expenditures are recorded via N-FOCUS in order to accurately claim federal funding for Title IV-E maintenance payments. A quarterly reconciliation of invoices to the monthly financial statement continues to be a requirement.

DHHS is unable to draw down maintenance and administrative dollars for children served by the pilot project per the directive of the Federal Administration for Children and Families (ACF). NFC submitted a Cost Allocation Plan to DHHS on June 25, 2013. Subsequently, DHHS submitted this plan to ACF for review. ACF requested additional information on September 3, 2013, regarding the Cost Allocation Plan for NFC.

Below is a chart depicting the average number of children (out-of-home) and families (in-home) served by NFC.

Average # Children and Families Served/Month	Dec 2012	Jan 2013	Feb 2013	Mar 2013	Apr 2013	May 2013	Jun 2013	Jul 2013	Aug 2013
Children (Out-of-Home)	1679	1626	1613	1594	1579	1597	1582	1569	1499
Families (In-Home)	469	472	478	512	518	535	554	534	549
Total (Children + Families)	2148	2098	2091	2106	2097	2132	2136	2103	2048
(Decrease) From Prior Month	(68)	(50)	(8)	15	(9)	35	4	(33)	(55)

Section IV: Corrective Action

DHHS maintains the process identified in the December 2012 report to address any deficiencies that may be discovered as a result of this pilot project.

Section V: Functional Capacities

DHHS' on-going assessment of the pilot project's functional capacities is consistent with the assessment information provided in the September 15, 2012 report.