



QPI Workgroups

Quality Parenting Statement

Foster parents nurture children who have experienced trauma and provide a safe, loving and healing environment in which the children can thrive.

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CHILD WELFARE SERVICES

Mark Fitzgerald (DFS) ~ Robert Noyes (CPFP)

Mark Fitzgerald (DFS/CPFP)

Tanya McClair (DFS)

Jane Green (DFS)

Cheryl Shuberda (DFS)

Denise Parker (DFS)

Diane P. Brooks (CPFP)

Heather Heuke (DFS)

Community Partner Business (CPB) ~ Community Partner Faith Based (CPFBB)

Community Partner Foster Parent (CPFP)

WORKGROUP INITIATIVES

{List general initiatives as determined by your workgroup in the first column of the section below; enter the start date in the second column and enter the projected due date in the third column; use the MM/YYYY format for the dates.}

1. Promote consistency, across the continuum of care, in the gathering and sharing of comprehensive and critical information to foster parents for children entering out-of-home care such that their safety, well-being, and permanency needs are supported	6/27/13	In process
2. Develop a "Partnership Plan" to be signed by DFS case managers and individual foster parents which emphasizes a relationship of mutual respect and delineates the roles and expectations of each in promoting the QPI Brand Message.	6/27/13	pending
3. Develop a "Foster Parent Handbook" for all foster parents which provides guidelines for practice, an understanding of the Child Welfare system, promotes a shared parenting message with birth parents, and provides practical assistance and resources needed by foster parents.	6/27/13	pending

CHILD WELFARE SERVICES WORK PLAN

{List specific work task action steps that need to be done for each initiative and use mm/dd/yy format as due date.}

Action Steps	Anticipated Outcomes	Person(s)	Due Date
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		Responsible	
<p>1a. Randal McClintock, Bountiful Family Services, to finalize the "Foster Parent Exit Survey" and provide the document and an introductory letter to foster parents via e-mail format to Mark Fitzgerald.</p>	<p>"Foster Parent Exit Survey" to be forwarded to Placement/Receiving Teams for distribution to foster parents in a variety of ways including hard copy in the Medical Passport, e-mail format to be e-mailed to Receiving/Placement Teams, and in hard copy available to foster parents at the Receiving/Placement Teams.</p>	<p>Randal McClintock Mark Fitzgerald Tanya McClair and Cheryl Shuberda (on behalf of Placement and Receiving Teams)</p>	<p>2/18/14 .</p>
<p>1b. The UNITY Licensing Screens Subcommittee (Brandy Manuel, Minnie Hill, Cheryl Shuberda, Tanya McClair, Lani Aiken) continue to meet with Tom Davis, UNITY Trainer, around helping to create "filters" which help to populate information about the knowledge, skills and abilities of foster homes when a search is done on behalf of a specific child(ren).</p>	<p>The Subcommittee will meet with Vicki Malone, DFS UNITY, around requested enhancements to promote matching of the knowledge, skills and abilities of individual foster parents with the needs of specific child(ren).</p>	<p>Brandy Manuel, Minnie Hill, Cheryl Shuberda and Tanya McClair</p>	<p>Update of workgroup 2/18/14</p>
<p>1c. Mark distributed a rough draft of a document detailing the information to be shared with DFS staff and caregivers outlining the Workgroup's work on Initiative #1 and requested membership continue to review same. Same was also shared with some outside subject matter experts.</p>	<p>The development of educational/training materials for DFS staff and caregivers outlining the critical importance of a partnership with caregivers (foster parents, relative caregivers, fictive kin) and of providing information regarding the child(ren)'s needs and being able to promote "matching" same with the knowledge, skills and abilities of caregivers.</p>	<p>Mark Fitzgerald and the Workgroup membership</p>	<p>Update of workgroup 2/18/14</p>
<p>1d. Mark and Denise will meet with Lauren Wagner, DFS Training Supervisor, on 1/24/14 to discuss the most appropriate forum for the delivery of same.</p>			

2a. Review copies Mark provided of the “Partnership Plan” developed by QPI Florida as a possible foundation upon which to build. (Copies distributed)	Mark requested membership review same prior to the next meeting scheduled for 2/18/14 from 10-1 p.m. in the Lincoln Room at 121 S. MLK for further dialogue.	All members	Pending
3a. Review copies of the document entitled “Clark County Foster Parent Manual: July 2010” provided by Mark as a possible foundation. (Copies distributed)	Tabled pending completion of Initiative 1.	All members	Pending

1. Mark advised that the Subgroup is awaiting the finished “Foster Parent Exit Survey” to be made available to foster parents. Mark talked about having used the form when three children were transitioning from three separate foster homes into one in order that the receiving foster parent could have something to reference regarding at least one of the children so as not to have the information as verbally conveyed be as overwhelming at the time of the transition.
2. Cheryl provided an update on the meetings with UNITY Trainer Tom Davis. She clarified that Receiving/Placement do have access to the requested Licensing Windows, however do not have the ability to “filter” in order to match the knowledge, skills and abilities of foster parents with individual child(ren). She stated that currently they can “filter” by age and gender preferences of the foster parents, number of beds available, and, if updated, the schools for which the foster home is zoned. The group is requesting enhancements to allow the ability to “filter” foster parents based on specific needs of the children, e.g. medical, mental health, emotional, and behavioral. The group is also requesting that Placement/Receiving Team Specialists, who have a lot of contact with the foster families, have the ability to document any preference changes, assessment of the skills/abilities of the foster parents, and to highlight what populations the foster parents might and might not work as well with in Licensing Screens accessible to all Placement/Receiving/Licensing Specialists.
3. There was discussion around the individual Placement/Receiving Teams currently keeping what Denise characterized as “placement profiles.” Discussion around exploring a shared data base if UNITY cannot accommodate what is needed. Denise suggested “Sharepoint” as an option. Mark will speak with DA Brigid Duffy regarding same as the “placement profiles” being kept by individual staff at this time were previously the topic of discussion with her in attendance.
4. Mark distributed a rough draft of the information to be shared with DFS staff and caregivers outlining the outcome of Initiative #1. Mark had some members previously review for input and reached out

to other subject matter experts to enhance the materials. Discussion around what format in which the information would best be shared with DFS staff. Discussion seemed to agree on a Powerpoint format delivered to DFS staff via e-mail for their review and “acceptance” of same. Mark and Denise will meet with Lauren Wagner, DFS Training Supervisor, on 1/24/14 to further discuss the delivery of same.

5. Mark distributed two versions of the same concept (Initiative #2) which was previously e-mailed to the workgroup membership), i.e. “Partnership Plan for Children in Out-of-Home Care” and “Washoe County’s Partnership Plan for Children in Out-of-Home Care: Teamwork, Respect, Nurturing, Strong Families. Denise indicated she was very familiar with both documents, having worked on same, and actually has a training program around same so as not to redesign the wheel. As members expressed frustration with not feeling heard with their concerns about specific foster homes not meeting the needs of the children in their care, Denise offered that in Florida there was a Licensing Review Board which addressed all such concerns and brought them to resolution. Mark advised the membership that currently concerns about any caregiver, licensed or otherwise, should be made to the Intake Unit (Hotline) for a possible CPS and/or Licensing Investigation to be initiated. Discussion around possibly incorporating same into the Powerpoint presentation. Mark requested that the members review the documents



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COMMUNICATION PLAN

Andre Wade (DFS) ~ Mari Parlade (DFS) ~ Kristi Jourdan (DFS)
Community Partner Business (CPB) ~ Community Partner Faith Based (CPF)
Community Partner Foster Parent (CPFP)

WORKGROUP INITIATIVES

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Initiative	Start Date	Due Date

COMMUNICATION PLAN WORK PLAN

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COMMUNITY PARTNERSHIPS

Andre Wade (DFS) ~ Mari Parlade (DFS) ~ Kristi Jourdan (DFS)

Community Partner Business (CPB) ~ Community Partner Faith Based (CPFBS)

Community Partner Foster Parent (CPFP)

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COMMUNITY PARTNERSHIPS WORK PLAN

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RECRUITMENT

Kevin Smedley (DFS) ~ Gina Shanks (DFS) ~ Dianne Kramer (DFS)
Community Partner Business (CPB) ~ Community Partner Faith Based (CPF)
Community Partner Foster Parent (CPFP)

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RECRUITMENT WORK PLAN

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TRAINING, RETENTION AND SUPPORT

Judy Tudor (DFS) ~ Lauren Soskin (DFS) ~ Dianne Kramer (DFS)
Community Partner Business (CPB) ~ Community Partner Faith Based (CPFBS)
Community Partner Foster Parent (CPFP)

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TRAINING, RETENTION AND SUPPORT WORK PLAN

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