

Ms. Ann Rosales

Stakeholders	Systemic Factors
Child welfare agency senior manager(s)	Items 25,29,30,31,32,36
Child welfare program manager(s)	Items 25,29,30,31,32,33,34,36
Foster/adoptive parent(s), Relative Caregivers	Items 23, 24,28,29,30,31,33,34,36
Court system / Court improvement program (CIP)	Items 23,24,31
Members of Judiciary	Items 23,24,29,30,31,32,34,36
Tribal Representative	Items 24,29,30,31,32,36
Administrative Review Board	Items 23,24,25,29,30,32,34,36
Child welfare Caseworker(s)	Items 23,24,25,26,27,28,29,30,32,34,36
Child welfare Supervisor(s)	Items 23,24,25,26,27,28,29,30,31,32,34,36
Youth	Items 29,30,
Attorney(s) for Child/Youth	Items 23,24,28,29,30,32,34,36
Other: Foster Parent Association	Items 24,28,29,30,31,33,34,36
Attorney(s) for Agency	Items 23,24,29,30,32,36
Service Provider(s)	Items 29,30,31,32,36
Consumers (parents)	Items 29,30,31
Attorney(s) for Parents	Items 29,30,31
CASA	Items 23,24,29,30,32,34,36
Training Staff	Items 26,27,28
Foster/Adoptive Licensing Staff inclusive of staff that conduct Foster/Adoptive recruitment and retention activities	Items 28,33,34,36
State Licensed/Approved Child Care Facility Staff – inclusive of staff that can speak to initial and ongoing training in facilities	Items 28,29,30,33,34
QA Staff	Item 25
Training Director – State administrator that can speak to initial and ongoing training requirements for staff	Item 26,27
Representatives from Federal and/or Federal Agencies with whom the child welfare agency coordinates services.	32

Child and Family Services Reviews Quick Reference Items List

SYSTEMIC FACTORS

Statewide Information System

Item 19: How well is the **statewide information system** functioning statewide to ensure that, at a minimum, the state can readily identify the status, demographic characteristics, location, and goals for the placement of every child who is (or within the immediately preceding 12 months, has been) in foster care?

Case Review System

Item 20: How well is the case review system functioning statewide to ensure that each child has a **written case plan** that is developed jointly with the child's parent(s) and includes the required provisions?

Item 21: How well is the case review system functioning statewide to ensure that a **periodic review** for each child occurs no less frequently than once every 6 months, either by a court or by administrative review?

Item 22: How well is the case review system functioning statewide to ensure that, for each child, a **permanency hearing** in a qualified court or administrative body occurs no later than 12 months from the date the child entered foster care and no less frequently than every 12 months thereafter?

Item 23: How well is the case review system functioning to ensure that the filing of **termination of parental rights (TPR)** proceedings occurs in accordance with required provisions?

Item 24: How well is the case review system functioning to ensure that foster parents, pre-adoptive parents, and relative caregivers of children in foster care are **notified of, and have a right to be heard** in, any review or hearing held with respect to the child?

Quality Assurance System

Item 25: How well is the **quality assurance system** functioning statewide to ensure that it is (1) operating in the jurisdictions where the services included in the Child and Family Services Plan (CFSP) are provided, (2) has standards to evaluate the quality of services (including standards to ensure that children in foster care are provided quality services that protect their health and safety), (3) identifies strengths and needs of the service delivery system, (4) provides relevant reports, and (5) evaluates implemented program improvement measures?

Staff and Provider Training

Item 26: How well is the staff and provider training system functioning statewide to ensure that **initial training** is provided to all staff who deliver services pursuant to the Child and Family Services Plan (CFSP) that includes the basic skills and knowledge required for their positions?

Item 27: How well is the staff and provider training system functioning statewide to ensure that **ongoing training** is provided for staff that addresses the skills and knowledge needed to carry out their duties with regard to the services included in the CFSP?

Item 28: How well is the staff and provider training system functioning to ensure that **training** is occurring statewide for current or prospective **foster parents, adoptive parents, and staff** of state licensed or approved facilities (that care for children receiving foster care or adoption assistance under title IV-E) that addresses the skills and knowledge needed to carry out their duties with regard to foster and adopted children?

Service Array and Resource Development

- Item 29: How well is the service array and resource development system functioning to ensure that the following array of services is **accessible** in all political jurisdictions covered by the Child and Family Services Plan (CFSP)?
1. Services that assess the strengths and needs of children and families and determine other service needs;
 2. Services that address the needs of families in addition to individual children in order to create a safe home environment;
 3. Services that enable children to remain safely with their parents when reasonable; and
 4. Services that help children in foster and adoptive placements achieve permanency.
- Item 30: How well is the service array and resource development system functioning statewide to ensure that the services in item 29 can be **individualized** to meet the unique needs of children and families served by the agency?

Agency Responsiveness to the Community

- Item 31: How well is the agency responsiveness to the community system functioning statewide to ensure that, in implementing the provisions of the Child and Family Services Plan (CFSP) and developing related Annual Progress and Services Reports (APSRs), the state engages in **ongoing consultation** with Tribal representatives, consumers, service providers, foster care providers, the juvenile court, and other public and private child- and family-serving agencies and includes the major concerns of these representatives in the goals, objectives, and annual updates of the CFSP?
- Item 32: How well is the agency responsiveness to the community system functioning statewide to ensure that the state's services under the Child and Family Services Plan (CFSP) are **coordinated with services or benefits of other federal or federally assisted programs** serving the same population?

Foster and Adoptive Parent Licensing, Recruitment, and Retention

- Item 33: How well is the foster and adoptive parent licensing, recruitment, and retention system functioning statewide to ensure that **state standards** are applied to all licensed or approved foster family homes or child care institutions receiving title IV-B or IV-E funds?
- Item 34: How well is the foster and adoptive parent licensing, recruitment, and retention system functioning statewide to ensure that the state complies with federal requirements for **criminal background clearances** as related to licensing or approving foster care and adoptive placements, and has in place a case planning process that includes provisions for addressing the safety of foster care and adoptive placements for children?
- Item 35: How well is the foster and adoptive parent licensing, recruitment, and retention system functioning to ensure that the process for ensuring the **diligent recruitment** of potential foster and adoptive families who reflect the ethnic and racial diversity of children in the state for whom foster and adoptive homes are needed is occurring statewide?
- Item 36: How well is the foster and adoptive parent licensing, recruitment, and retention system functioning to ensure that the process for ensuring the effective use of **cross-jurisdictional resources** to facilitate timely adoptive or permanent placements for waiting children is occurring statewide?



Region VIII
Federal Office Building
1961 Stout Street
Denver, CO 80294-3538

August 8, 2017

Ms. Ann Rosales
Director
Colorado Department of Human Services
1575 Sherman Street
Denver, CO 80203

Dear Ms. Rosales,

The purpose of this correspondence is to provide information on the outcome of our review and discussions concerning the final version of the Colorado Child and Family Services Review (CFSR) Statewide Assessment Instrument (SAI) submitted on July 25, 2017. This information can be helpful for your state's planning and coordination of stakeholder interviews we will conduct as a component of the Colorado CFSR.

We have determined that stakeholder interviews are needed to collect additional information and data to inform ratings and determinations of substantial conformity with federal requirements for the following systemic factors:

Case Review System

- Item 23 Termination of Parental Rights
- Item 24 Notice of Hearings and Reviews to Caregivers

Quality Assurance System

- Item 25 Quality Assurance System

Staff and Provider Training

- Item 26 Initial Staff Training
- Item 27 Ongoing Staff Training
- Item 28 Foster and Adoptive Parent Training

Service Array and Resource Development

- Item 29 Array of Services
- Item 30 Individualizing Services

Agency Responsiveness to the Community

- Item 31 State Engagement & Consultation with Stakeholders Pursuant to CFSP & APSR
- Item 32 Coordination of CFSP Services with Other Federal Programs

Ms. Ann Rosales

Foster & Adoptive Parent Licensing, Recruitment, & Retention

Item 33 Standards Applied Equally

Item 34 Requirements for Criminal Background Checks

Item 36 State Use of Cross-Jurisdictional Resources for Placement

The state and the Children's Bureau (CB) are in agreement that the systemic factor item identified below is not functioning as required and stakeholder interviews will not be needed to determine systemic factor item ratings and substantial conformity with federal requirements. Based on mutual agreement, the systemic factor item below will be rated as an "Area Needing Improvement" (ANI) in the state's CFSR Final Report.

Statewide Information System

Item 19 Statewide Information System

Enclosed to this letter is a table that identifies: (1) individuals and/or groups we recommend be interviewed to gather additional data and information, and (2) the corresponding systemic factor items that will be addressed in the interview. It is important the state identify individuals and/or groups that can individually or collectively address how well the specified systemic factors are functioning statewide. We would like to discuss the stakeholder interview plan in more detail and the need for potential modifications based on feedback from your state.

Stakeholder interviews will be tailored to the specific individuals and/or groups. The state can help stakeholders prepare for the interviews by asking the individuals and/or groups to review relevant sections of the state's SAI. The stakeholder interview questions are outlined in the CFSR Stakeholder Interview Guide (SIG) dated April 2014 and is available on the CFSR portal at:

[https://training.cfsrportal.org/resources/3105#Stakeholder Interview Guide](https://training.cfsrportal.org/resources/3105#Stakeholder%20Interview%20Guide).

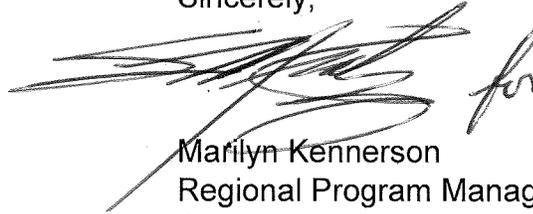
Schedules for all stakeholder interviews should be completed by the state and approved by the Children's Bureau (CB) no later than two weeks prior to the state's onsite review week.

Ms. Ann Rosales

Sam Martinez, State Program Specialist, will be in contact with your state to schedule a conference call to begin the planning and coordination of stakeholder interviews in preparation for your state Child and Family Services Review.

Thank you for your partnership in this process.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Kennerson', followed by the word 'for' written in a cursive style.

Marilyn Kennerson
Regional Program Manager
Children's Bureau

Enclosure

Cc: Sam Martinez, CB Program Specialist
Linda Mitchell, CB CFSR Supervisor
Misty Carlyle, CB CFSR Program Specialist