

Pre-Expenditure Report  
For the  
**Social Services Block Grant**  
Commonwealth Of Massachusetts



July 1, 2010 through June 30, 2011

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Department of Children and Families  
24 Farnsworth Street, Boston MA 02210

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Ellen F. Finnegan  
Director of Financial Management

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Transmitted To:

Marsha Werner  
Social Services Block Grant  
U.S. Department of Health and Human Services  
Administration for Children and Families  
Office of Community Services  
370 L'Enfant Promenade, SW  
Washington, DC 20447

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Executive Office of Health and Human Services  
**Department of Children and Families**

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September 29, 2010

Marsha Werner  
Social Services Block Grant  
U.S. Department of Health and Human Services  
Administration for Children and Families  
Office of Community Services  
370 L'Enfant Promenade, SW  
Washington, DC 20447

Attention: Marsha Werner; [mwerner@acf.hhs.gov](mailto:mwerner@acf.hhs.gov)  
Reference: SSBG Pre-Expenditure Report for: State Fiscal Year 2011

Dear Ms. Werner:

Enclosed please find one (1) original and one (1) copy of the SSBG Pre-Expenditure Report for the Massachusetts Department of Children and Families. This report covers State Fiscal Year 2011: the period beginning July 1, 2010, and ending June 30, 2011.

This Pre-Expenditure Report is based on an estimated FFY11 allocation.

Please feel free to contact me should you have any questions. Thank you for your continued support of the Department of Children and Families.

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**THE COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF CHILDREN AND FAMILIES**

Pre-Expenditures Report for State Fiscal Year 2011

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## BACKGROUND

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On October 1, 1981, the Federal Department of Health and Human Services established the Title XX – Social Services Block Grant, as one of the seven block grant programs authorized by the Omnibus Budget Reconciliation Act of 1981 (P.L. 97-35).

The Social Services Block Grant is intended to consolidate Federal assistance to States for social services into a single grant, increase State flexibility in using social service funds, and encourage each state to furnish services directed toward the goal of:

- ▶ Achieving or maintaining economic self-support to prevent, reduce, or eliminate dependency;
- ▶ Achieving or maintaining self-sufficiency, including reduction or prevention of dependency;
- ▶ Preventing or remedying neglect, abuse, or exploitation of children and adults unable to protect their own interests, or preserving, rehabilitating or re-uniting families;
- ▶ Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care, or other forms of less intensive care; and
- ▶ Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions.

The Omnibus Budget Reconciliation Act of 1981 amended the former Title XX legislation. The main effects of the change over from the Title XX - Social Services Block Grants\* were the following:

- ▶ A reduction in the Federal Allocation to the States. Nationally, the allocation dropped from \$2.9 billion in Federal FY 1981 to \$2.4 billion in Federal FY 1982. In Massachusetts the decrease was from \$78.9 million to \$60.4 million. With the exception of a modest increase between 1998 and 1999, the SSBG allocations for Massachusetts have decreased consistently through the last few years.
- ▶ The State has continued to receive Block Grant funds on an annual basis for over twenty-five years.
- ▶ Each year the State must submit a pre-expenditure report regarding the intended uses of Social Services Block Grant funds. The report must provide information on the types of activities to be supported and categories. This document is the Massachusetts pre-expenditure report for State Fiscal Year 2011.
- ▶ State agencies will continue to provide opportunities for public comment in planning for the expenditure of Block Grant Funds. A later section of this document describes how the Department of Children and Families proposes to meet these requirements.
- ▶ The State may use the Block Grant to provide social services that address the five goals of the grant. The State selects the services that it wishes to provide. The funds, however, may not be used for:
  - The purchase or improvement of land, or the construction, or permanent improvement (other than minor remodeling) of a building;

- The provision of cash payments for costs of subsistence or for the provision of room and board (other than the costs of subsistence during rehabilitation, room and board provided for a short term as an integral but subordinate part of a social service, or temporary emergency shelter provided as a protective service);
- The payment of wages of any individual as a social service (other than payment of the wages of welfare recipients employed in the provision of child day care services);
- The provision of medical care (other than family planning services; rehabilitation services, or initial detoxification of an alcoholic or drug dependent individual) unless it is an integral but subordinate part of a social service for which the Social Service Block Grant may be used;
- Social services (except services to an alcoholic or drug dependent individual or rehabilitation services) provided in and by employees of a hospital, nursing facility, or prison, to any individual living in such an institution;
- The provision of any educational service which the State makes generally available to its residents without cost and without regard to their income;
- Any child day care services unless such services meet applicable standards of State and local law;
- For the provision of cash payments as a service; or
- Any payment of any item or service (other than in an emergency) furnished by or at the direction of an individual or entity excluded from participation in the program as a result of program abuse.

*\* The above restrictions are the same as those in the former Title XX program.*

## **ADMINISTRATION OF THE SOCIAL SERVICES BLOCK GRANT IN MASSACHUSETTS**

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In FY 1982, the Governor designated the Department of Social Services to administer the Social Services Block Grant in Massachusetts on behalf of the Department of Social Services (DSS) and the Massachusetts Commission for the Blind (MCB). Since October 1, 1982, MCB has administered a separate program and has published a separate pre-expenditure report. In July 2008, the Department of Social Services was renamed the Department of Children and Families.

The Massachusetts Department of Children and Families, the Massachusetts Commission for the Blind and the Executive Office of Health and Human Services (EOHHS) have entered into an agreement by which the Block Grant funds will continue to be allocated annually between DCF and MCB. The allocation breakdown is as follows:

Historic SSBG Allotments (Federal Fiscal Year)					
FY2009 (Final)		FY2010 (Final)		FY2011 (Estimated)	
DSS:	\$ 35,426,329	98%	DSS:	\$ 35,404,897	98%
MCB:	\$ 722,986	2%	MCB:	\$ 722,549	2%
	\$ 36,149,315	100%		\$ 36,127,446	100%

In FY 1982, MCB received its funds through DSS; in FY 1983, MCB began receiving its funds directly from Washington. D.C.

## THE PLANNING AND BUDGET PROCESS

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The Department of Children and Families budget request for State Fiscal 2011 is reflective of an organizational structure that defines different and distinct roles for both DCF Central Office and DCF Area Offices. Within this framework, the Central Office coordinates the development of major policies and provides direction and guidance to the Area Offices on interpretation and implementation. Because it is a major management planning document, the coordination and documentation of the budget is a Central Office function.

DCF Area Offices are responsible for direct service delivery to clients and are most knowledgeable about individual client needs. Therefore, client-specific decisions about the distribution of resources are made by Area Office managers, in accordance with DCF's general policies and goals. This activity represents the critical linkage of resources to goals. The Area Office will be supported in this process by the Area Boards, whose unique understanding of community needs will enhance decision making.

The following is a chronology of events in the development of the Department of Children and Families budget for Fiscal Year 2011:

- ▶ **August – September 2009:** Department development and preparation of its State Fiscal Year 2011 budget request document;
- ▶ **October 2009:** Review and examination of the Department's budget request by the Executive Office of Health and Human Services (EOHHS) culminating in the Secretary's recommendations to the Executive Office of Administration and Finance (EOAF);
- ▶ **November 2009:** Review and examination of the Secretary of EOHHS recommendations to the Governor;
- ▶ **December 2009:** Ongoing discussions between EOHHS and EOAF on preliminary recommendations;
- ▶ **January 2010:** Publication of the House Two document, which is the Governor's budget recommendation to the Legislature;
- ▶ **April 2010:** The House and Senate Committees on Ways and Means conduct hearings and analyze the Governor's recommendations. Each Committee reports separately a version of the budget to which its respective membership makes amendments and passes a final bill;
- ▶ **April 2010:** The House passes its version of the Fiscal Year 2011 budget;
- ▶ **May 2010:** The Senate passes its version of the Fiscal Year 2011 budget;
- ▶ **June 2010:** A joint legislative conference committee presents its final budget document to the Governor for his signature into law;
- ▶ **July 2010:** State Fiscal Year 2011 begins.

## **PUBLIC PARTICIPATION IN THE PLANNING AND BUDGET PROCESS FOR FY 2011**

The citizens of the Commonwealth of Massachusetts have had an opportunity to review and comment on the DCF budget at several points in its development.

- ▶ By law, all Executive Offices must make available copies of the agencies' budget requests and hold public hearings. The Executive Office of Health and Human Services held public hearings on the agencies' SFY 2011 budget requests in the fall of 2009.
- ▶ The House and Senate Ways and Means Committees held separate public hearings on the DCF budget in the spring of 2010.
- ▶ This report is being published as a pre-expenditure report, based on the SFY 2011 General Appropriations Act. DCF held a public hearing in November 2009 to solicit comment on the agency's plans for the Title XX Social Services Block Grant for FFY 2010. DCF will hold a public hearing in the Fall of 2010 to solicit comments regarding the agency's plan for use of the SSBG funds for FFY 2011.



## **TRANSFERABILITY OF FUNDS**

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Federal statute permits a State to transfer up to 10 percent of its annual allotment to other block grant programs. Currently Massachusetts does not enact this provision; however, as previously noted 98% of the Block Grant is directly allocated to the MA Department of Children and Families and 2% is directly allocated to the Massachusetts Commission for the Blind. The Department received a 10% transfer of Temporary Assistance for Needy Families (TANF) Block Grant throughout SFY 2010, and plans to exercise a 10% TANF transfer in SFY2011.

## **EXPENDITURES FOR FY 2011**

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Table A identifies the services that will be supported by the Social Services Block Grant during SFY 2011.

- ▶ **Purchased Services:** This item includes estimated expenditures for contracted services delivered by approved providers and non-contracted services delivered by individual vendors.

Some DCF expenditures are not eligible under the Block Grant. For example: maintenance costs for substitute care where funds are expended from other federal grants or reimbursable under other Federal programs. The second column in Table A excludes these ineligible costs.

## **SERVICES AND TARGET POPULATIONS TO BE SUPPORTED BY THE BLOCK GRANT**

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Table B describes services provided and target populations to which the services are directed. In addition to care and service need criteria, a special effort is being made to target services to linguistic and cultural minority groups. DCF does not currently forecast this data for inclusion in SSBG pre-expenditure reports.

SOCIAL SERVICES BLOCK GRANT (SSBG) PREEXPENDITURE REPORT: ESTIMATED ALLOCATION

Part A. Expenditures and Provision Method

OMB NO.: 0970-0234  
EXPIRATION DATE: 06/30/2011

Part B. Recipients

OMB NO.: 0970-0234  
EXPIRATION DATE: 05/31/2008

STATE: Massachusetts	FISCAL YEAR: SFY 2011	REPORT PERIOD: 7/1/10 to 6/30/11	STATE: Massachusetts
Contact Person: Ellen F. Finnegan	Phone Number: (617) 748-2000		FISCAL YEAR: SFY 2011
Title: Director of Financial Management	E-Mail Address: Ellen.Finnegan@state.ma.us		
Agency: DCF	Submission Date: 9/24/2010		

Service Supported with SSBG Expenditures	SSBG Expenditures		Expenditures of All Other Federal, State and Local Funds**	Total Expenditures	Provision Method		Service Supported with SSBG Expenditures	Children	Adults			Total Adults	Total
	SSBG Allocation	Funds Transferred into SSBG*			Public	Private			Adults Age 59 Years & Younger	Adults Age 60 Years & Older	Adults of Unknown Age		
1 Adoption Services							1 Adoption Services	N/A	N/A	N/A	N/A	N/A	0
2 Case Management							2 Case Management	N/A	N/A	N/A	N/A	N/A	0
3 Congregate Meals							3 Congregate Meals	N/A	N/A	N/A	N/A	N/A	0
4 Counseling Services							4 Counseling Services	N/A	N/A	N/A	N/A	N/A	0
5 Day Care--Adults							5 Day Care--Adults	N/A	N/A	N/A	N/A	N/A	0
6 Day Care--Children	25,000	0	0	25,000	X		6 Day Care--Children	N/A	N/A	N/A	N/A	N/A	0
7 Education and Training Services							7 Education and Training Services	N/A	N/A	N/A	N/A	N/A	0
8 Employment Services							8 Employment Services	N/A	N/A	N/A	N/A	N/A	0
9 Family Planning Services							9 Family Planning Services	N/A	N/A	N/A	N/A	N/A	0
10 Foster Care Services--Adults							10 Foster Care Services--Adults	N/A	N/A	N/A	N/A	N/A	0
11 Foster Care Services--Children	2,048,916	18,145,159	106,778,701	126,972,776	X		11 Foster Care Services--Children	N/A	N/A	N/A	N/A	N/A	0
12 Health-Related Services							12 Health-Related Services	N/A	N/A	N/A	N/A	N/A	0
13 Home-Based Services	5,154,157	0	33,199,702	38,353,859	X		13 Home-Based Services	N/A	N/A	N/A	N/A	N/A	0
14 Home-Delivered Meals							14 Home-Delivered Meals	N/A	N/A	N/A	N/A	N/A	0
15 Housing Services							15 Housing Services	N/A	N/A	N/A	N/A	N/A	0
16 Independent/Transitional Living Services	56,392	0	363,241	419,633	X		16 Independent/Transitional Living Services	N/A	N/A	N/A	N/A	N/A	0
17 Information & Referral							17 Information & Referral	N/A	N/A	N/A	N/A	N/A	0
18 Legal Services							18 Legal Services	N/A	N/A	N/A	N/A	N/A	0
19 Pregnancy & Parenting							19 Pregnancy & Parenting	N/A	N/A	N/A	N/A	N/A	0
20 Prevention & Intervention	116,539	0	750,665	867,204	X		20 Prevention & Intervention	N/A	N/A	N/A	N/A	N/A	0
21 Protective Services--Adults							21 Protective Services--Adults	N/A	N/A	N/A	N/A	N/A	0
22 Protective Services--Children	286,508	0	1,845,497	2,132,005	X		22 Protective Services--Children	N/A	N/A	N/A	N/A	N/A	0
23 Recreation Services							23 Recreation Services	N/A	N/A	N/A	N/A	N/A	0
24 Residential Treatment	20,877,688	27,791,953	147,966,429	196,636,069	X		24 Residential Treatment	N/A	N/A	N/A	N/A	N/A	0
25 Special Services--Disabled							25 Special Services--Disabled	N/A	N/A	N/A	N/A	N/A	0
26 Special Services--Youth at Risk							26 Special Services--Youth at Risk	N/A	N/A	N/A	N/A	N/A	0
27 Substance Abuse Services							27 Substance Abuse Services	N/A	N/A	N/A	N/A	N/A	0
28 Transportation							28 Transportation	N/A	N/A	N/A	N/A	N/A	0
29 Other Services***	6,839,698	0	12,044,142	18,883,840	X		29 Other Services	N/A	N/A	N/A	N/A	N/A	0
30 SUM OF EXPENDITURES FOR SERVICES	35,404,897	45,937,112	302,948,377	384,290,386			30 SUM OF RECIPIENTS OF SERVICES	N/A	N/A	N/A	N/A	N/A	0
31 Administrative Costs	0	0											
32 AND ADMINISTRATIVE COSTS	35,404,897	45,937,112											

\* From which block grant(s) were these funds transferred?: All Transfers into SSBG from TANF

\*\* Please list the sources of these funds: Title IV-B; Title IV-E; Other Discretionary Grants; State Funds

\*\*\* Please list other services: Domestic Violence Prevention and Treatment Services

## Client Services Taxonomy

Category	Program	Model	Activity Code	Index Number
<u>Family Networks</u>	<b>Area Lead Agencies</b> Lead a system of aligned and integrated strategies dedicated to fostering and protecting permanent families and lifelong connections for children. Includes designing and managing an integrated service system so that it supports more fully the clinical practice of the Department and its providers.	<b>Management</b> Operations  <b>Flex Services</b> Specialized funds to be used to further the purposes of family networks-managed by Area Lead Agency	FNLA	
	<b>Regional Resource Centers</b> Lead a system of aligned and integrated strategies dedicated to fostering and protecting permanent families and lifelong connections for children. Includes designing and managing an integrated service system so that it supports more fully the clinical practice of the Department and its providers, with an additional emphasis on managing residential placements on a regional basis.	<b>Management</b> Operations  <b>Flex Services</b> Specialized funds to be used to further the purposes of family networks-managed by Regional Resource Center.	FNRC	
<u>Family Networks - Network Services</u>  Integrated Service system for children and families serviced by the Massachusetts child welfare system.	<b>Group Home</b> Provide 24-hour supervision and intensive treatment services in group care settings that do not usually include on-site education.	<b>Behavioral Treatment Residences</b> Campus or community based models that can provide staff secure treatment for children with serious emotional, developmental, cognitive and behavioral disorders who do not require an educational placement in an on-site school.	FNGH	24
	<b>Group Home</b>	<b>Independent Living</b> Program models include group homes as well as supervised or supported apartments, and are designed for older adolescents who are developing the skills to live in the community in their own homes or apartments.	FNGH	24
	<b>Group Home</b>	<b>Group Home</b> Designed for latency aged or adolescent children who have sufficiently internalized controls to be safe in a less staff intensive setting, and may progress to limited unsupervised time in the community.	FNGH	24
	<b>Group Home</b>	<b>Other</b> Sites/facilities which do not readily fall into previous model definitions. These should be defined by the DCF manager most familiar with the services being offered.	FNGH	24
	<b>Residential</b>	<b>Residential school</b> Designed to provide staff secure placement for children who have not sufficiently internalized controls and require a more highly structured setting to help them manage their behavior. These facilities are licensed by the Department of Education under "71B" regulations. Special education services are provided according to the child's Individual Education Plan (IEP) developed by the Local Educational Agency (LEA).	FNRE	24
	<b>Residential</b>	<b>Non-766 Residential School</b> Similar to 766-approved facilities, this model also provides on-site educational programming that is approved by the local superintendent of schools rather than the DOE "71B" designation.	FNRE	24
<b>STARR</b>	<b>STARR (Stabilization, Assessment and Rapid Reunification)</b> Short-term placement services that provide a single door for children that need shelter / respite-type services only as well as for children who require more intensive services.	FNST	24	

Client Services Taxonomy

Category	Program	Model	Activity Code	Index Number
<b>Family Networks - Network Services (cont.)</b>	<p><b>IFC</b></p> <p>Intensive Foster Care (IFC) programs provide therapeutic services and supports in a family-based placement setting to children and youth for whom a traditional foster care environment will not be sufficiently supportive; are transitioning from a residential/group home level of care and require the intensity of services available through this program; or discharging from a hospital setting.</p>	<p><b>IFC Skill Level 1</b></p> <p>Rate includes basic support package – to be authorized automatically, not separately.</p>	FNIF	11
		<p><b>Sibling Rate</b></p> <p>Paid to support any sibling who does not need IFC but is placed in an IFC home in order to stay with a brother /sister who does require this level of service.</p>	FNIF	11
		<p><b>IFC Skill Level 1- Teen Parent</b></p> <p>Paid when a teen parent and child are placed in an IFC home</p>	FNIF	11
		<p><b>Recruitment Rate</b></p> <p>Paid for the recruitment, home-study, and use of a foster home.</p>	FNIF	11
		<p><b>One-time Resource Purchase</b></p> <p>Paid when a provider's IFC home becomes an approved adoptive home or guardian causing them to become ineligible to continue as an IFC home because of limits on the number of children in the home.</p>	FNIF	11
		<p><b>IFC - Other</b></p> <p>IFC programs which provide additional supports. These will be defined and approved by IFC Other Cmte.</p>	FNIF	11
		<p><b>Support and Stabilization</b></p> <p>Support and stabilization services encompass services currently known as family-based services; the service providers will 'unbundle' from their placement programs; and portable diagnostic and assessment services. These services are intended to be flexible, rooted in the community, and have the capacity to be shaped in a manner that will address the specific needs of each family.</p>	<p><b>Comprehensive</b></p> <p>Comprehensive program models are those that use teams whose staffing, interventions, and funding are blended in a manner that allows for varying levels of intensity, duration, and capacity for building strengths and managing risk with complex families.</p>	FNSS
	<p><b>Parent Support</b></p> <p>Designed to provide assistance and support to parents and caretakers in building skills relative to safety, supervision, and nurturing.</p>		FNSS	13
	<p><b>Youth Support</b></p> <p>Designed to provide assistance and support to youth in order to improve relationships with families, schools and other community systems.</p>		FNSS	13
	<p><b>Family Stabilization</b></p> <p>Designed to provide assistance and support to families in keeping their children safely at home and in the community.</p>		FNSS	13
	<p><b>Placement Diversion</b></p> <p>Designed to provide assistance and support to families whose children are at imminent risk of out-of-home placement in foster care, residential, or inpatient hospitals.</p>		FNSS	13
	<p><b>Reunification</b></p> <p>Designed to provide assistance and support to families whose children are returning from out-of-home placement settings.</p>		FNSS	13
	<p><b>Assessment</b></p> <p>Encompass evaluations, clinical assessments, and diagnostic services.</p>		FNSS	13
	<p><b>Unbundled IFC Support Services</b></p> <p>Support service package unbundled and purchased for a Departmental home (e.g., kinship, child-specific, unrestricted).</p>	FNSS	13	
<p><b>Support and Stabilization - Other</b></p> <p>Services which do not readily fall into previous model definitions. These should be defined by the DCF manager most familiar with the services being offered.</p>	FNSS	13		

Client Services Taxonomy

Category	Program	Model	Activity Code	Index Number
<b>Family Networks - Network Services (cont.)</b>	<b>Family Residence</b>	<b>Family Residence</b>  A foster care model that integrates a level of provider agency support commonly associated with group care programs into a foster care model. Foster families or caretakers recruited to serve as Family Residence Foster Homes receive an annual salary for the household and other benefits.	FNFR	11
<b>Residential (non-Family Networks)</b>	<b>Group Home</b>  Provide 24-hour supervision and intensive treatment services in group care settings that do not usually include on-site education.	<b>Teen Pregnancy/Parenting</b>  Structured residential living programs with 24 hour supervision for pregnant and parenting teen/families; assessed as unable to live with their family of origin or other appropriate adult caretaker; with a focus on acquiring and strengthening skills of basic parenting and independent living, ensure the healthy growth and development of their children and with a goal of completing a high school education or G.E.D. The settings may vary but must provide 24 hour skilled staffing and supervision, access to licensed childcare. Teen living programs must provide living arrangements for up to 36 months. Services may also include counseling, case management or topically-oriented programs.	RESG	
	<b>Group Home</b>	<b>Transitional Living</b>  Small staffed apartment setting. Intervention intended to stabilize client and family in order to transition client to less restrictive setting. Service elements include daily living skills, social skills, money management, etc.	RESG	16
	<b>Shelter</b> Generally for emergency or immediate placement situations, shelters are short-term residential facilities for children and adolescents on 24-hour per day basis.	<b>Alternative Lock-up Program</b>  This service provides an emergency or short-term alternative placement to incarceration or lock-up for juvenile offenders until they can be brought to court for arraignment on their charges.	RESS	

Client Services Taxonomy

Category	Program	Model	Activity Code	Index Number
<b>Foster Care</b> Temporary substitute care placement for child(ren)/adolescents in the care or custody of DCF in a safe and nurturing community based family setting, approved/licensed and managed by DCF or provided through a purchase of service agreement with a DEEC licensed foster care agency and monitored by DCF.	<b>Department Foster Care</b> Temporary substitute care placement for child(ren)/adolescent(s) in the care or custody of DCF in a safe and nurturing community based family setting, approved/licensed and managed by DCF.	<b>Tier I Unrestricted</b> Temporary placement of children/adolescents who need a basic quality level of daily care in a family setting in an unrestricted DCF foster home, approved/licensed to provide Tier I foster care.	FOS0	11
	<b>Department Foster Care</b>	<b>Tier I Kinship</b> Temporary placement of children/adolescents who need a basic quality level of daily care in a family setting with a member of the family's kinship network who has been approved/licensed to provide Tier I foster care restricted for specific children who are kin.	FOS0	11
	<b>Department Foster Care</b>	<b>Tier I Pre-Adoptive</b> Placement of child(ren)/ adolescent(s) with the goal of adoption needing a basic quality level of care in a permanent family setting approved by DCF as a Tier I pre-adoptive family.	FOS0	11
	<b>Department Foster Care</b>	<b>Tier I Independent Living</b> Payment made to an older adolescent who is in the Department's care, but who lives on their own in a structured setting.	FOS0	11
	<b>Contracted Foster Care</b>	<b>Enhanced Therapeutic Foster Care</b> Therapeutic foster care with additional supports and resources, and higher level of training and experience of foster parent.	FOSC	11
<b>Foster Care Management and Supports</b>	<b>Foster Care Management and Supports</b>	<b>Foster Parent HELPLINE</b> Through an 800 telephone line provides after hours support, guidance and assistance to foster/adoptive parents experiencing matters of urgency involving their placements, offering them the opportunity to speak with experienced Family Resource supervisory staff on call to provide assistance in order to minimize placement disruptions and maximize the retention of foster/adoptive parents, while still preserving the integrity of the placement and foster family whenever possible.	FOSC	11
	<b>Foster Care Management and Supports</b>	<b>Membership Services</b> A contracted organization or program element representing and governed by foster and adoptive parents whose purpose is to provide support, education, recognition and advocacy on behalf of families providing foster care placement for children in the care and custody of DCF to increase foster and adoptive parent satisfaction and sense of value for services rendered on behalf of children in the Commonwealth.	FOSC	11
	<b>Foster Care Management and Supports</b>	<b>Training</b> Pre-service and ongoing competency based education modules for the purpose of supporting, developing and retaining Level I, II and III family resources in the placement system to improve and enhance placement skill development, and develop family resources with specialized capabilities.	FOSM	
	<b>Foster Care Management and Supports</b>	<b>Foster Home Recruitment</b> Targeted media and community outreach activities specifically designed to promote and support inquiries to DCF from eligible individuals interested in becoming foster parents.	FOSM	



Client Services Taxonomy

Category	Program	Model	Activity Code	Index Number
<b>Adoption</b>	<p><b>Subsidies</b> Adoption subsidies consist of financial assistance, medical assistance, or both, provided at the time of legalization of the adoption in order to aid in the support of a child with identified special needs.</p> <p><b>Subsidies</b> Guardianship subsidies consist of financial assistance to aid in the support of a child with his/her guardian.</p>	<p><b>Adoption Pre-1997 Rate</b> The Pre-1997 Rate is paid when the adoption finalization occurred prior to January 1, 1997.</p> <p><b>Adoption Tier I</b></p> <p><b>Guardianship Pre-1997 Rate</b> The Pre-1997 rate is paid when the guardianship occurred prior to January 1, 1997.</p> <p><b>Guardianship Tier I</b></p>	ADCF	
	<p><b>Adoption Management</b></p> <p><b>Adoption Management</b></p> <p><b>Adoption Management</b></p> <p><b>Adoption Management</b></p>	<p><b>Adoption Management and Support</b> Varied services provided to individual children, sibling groups and individual adults and couples who are in the adoption process. These services include, but are not limited to, adoption assessments, home studies, education, consultation, adoption recruitment, public information, support groups, trainings, and workshops. Also, includes post adoption services.</p> <p><b>Product Based Adoption: Single Service</b> The completion of a single specific task: Assessment of an identified child; adoptive home study of foster parent(s) where the child resides; adoptive home study for a relative of an identified child; MAPP training/home study of identified parent(s); adoptive home study of DCF employee.</p> <p><b>Product Based Adoption: Family Resource</b> The transfer of an approved adoptive placement resource from an adoption contract agency to an area office responsible for the adoptive placement of an identified child.</p> <p><b>Product Based Adoption: Case Management</b> Casework responsibility for assigned children with a Service Plan goal of Adoption, including the follow steps: case assignment and acceptance; adoption assessment of child; adoption home study; family development; placement; legalization; case closure.</p>	AMSS	
<b>Domestic Violence Services</b> Provide a continuum of services for individuals and families who are victims of domestic violence. Services provided under contracted Purchase of Service basis.	<p><b>Community Based</b> Community-based location for individuals and families to drop in for help and/or receive Domestic Violence services.</p>	<p><b>General Community Based</b> Community-based location for individuals and families to drop in for help and/or receive Domestic Violence services.</p> <p><b>Supervised Visitation</b> Provider supervised visitation for children of families who have experienced, or are at risk of domestic violence.</p> <p><b>Child Witness to Violence</b> Programs which provide services to children who have witnessed Domestic Violence</p> <p><b>Transition to Home</b> Programs whose focus is to enable victims of domestic violence to transition to permanent housing.</p>	DVCB	29
	<p><b>Residential</b> Facility-based services which include a residential or housing component.</p>	<p><b>Substance Abuse and Mental Health</b> Residential programs which focus on serving victims of domestic violence who have also experienced substance abuse and/or mental health problems.</p> <p><b>SSTAP1</b> Scattered Site Transitional Apartment Program. Provides services and financial support to maintain families in housing.</p> <p><b>Emergency Shelter</b> Provision of residential care on a limited and short-term basis in shelter facilities (up to 90 days) or safe homes. Shelter services include, but are not limited to, peer support groups, individual counseling, legal, financial, and housing advocacy, referral to health and social services, linkages to education/vocational opportunities, and children's services.</p> <p><b>Housing Stabilization</b> Provide stable family housing and concrete support services that will help program participants access and maintain permanent housing, access employment and/or attend school, parent their children, and generally prepare for economic independence.</p> <p><b>Statewide Hotline</b> 24 hours per day, 7 days per week staffed phone lines available to respond to victims of domestic violence, and arrange for an array of services on a rapid basis.</p> <p><b>Training and Technical Assistance</b> Training and technical assistance to agencies which provide domestic violence services.</p>	DVRE	29

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<b>Battered Women &amp; Children</b>	<b>Battered Women &amp; Children Services</b> Offer assistance to women and their children who are being threatened with or are experiencing harassment, coercion, intimidation, physical and/or sexual assault by a partner or family member.	<b>Comprehensive</b> may include the following types of service models: Hotline, Crisis Intervention, Transitional Services.	BWCN	20
	<b>Battered Women &amp; Children Services</b>	Community Education and Training is an array of activities by the battered women's service provider aimed at preventing domestic violence through raising community awareness of the problem. Activities may include public speaking, publication of brochures, poster, etc., radio and television appearance, orientation and in-service training, curriculum development, advertising and interagency networking and collaboration.	BWCD	
<b>Family Based Services</b> Family based services include a range of services intended to strengthen the ability of families to care for their children by offering treatment or support.	<b>Family Based Services</b> Programs designed to build family strength through the use of clinical supports such as Family, Individual, or Group counseling, Intensive Family Intervention, Evaluation/Consultative/Diagnostic Assessment, and Comprehensive services. Services may also provide specialized counseling to targeted concerns/populations.	Time-limited therapeutic services offered in a clinical setting or in-home, for the purpose of achieving and/or supporting specific outcomes identified in the DCF Service Plan; provided by a licensed social worker, psychologist or other individuals trained in human services. Services may also include short-term supportive, preventive, or topically-oriented programs or counseling to specific target populations in a group setting, provided by a social worker, psychologist, or other individuals trained in human services.	FBSC	20
	<b>Clinical Family Based</b>	<b>Sexual Abuse Intervention Network (SAIN)</b> Coordination with District Attorney's office to conduct multidisciplinary team interview; investigating cases of reported child sexual assault, severe physical injury, or death; possibly leading to criminal prosecution. Facilitates interagency linkages to law enforcement, and other service providers/systems; lessens child trauma by reducing multiple interviews; assesses immediate needs of victim/family/offender critical to service planning.	FBSC	20
	<b>Clinical Family Based</b>	<b>Comprehensive</b> Integrated or blended set of services delivered to consumers sequentially or simultaneously, which draws upon more than one model and/or external service elements.	FBSC	
	<b>Supportive/Preventive Programs</b> Preventive and supportive programs designed to increase strength, stability, and competency of individuals and families. Services may include populations having unique service needs such as young parents and their children, families with adolescents, ethnic and linguistic minority groups, etc.	<b>Parenting Aide/Support/education</b> Home-based supportive and preventive services, intended to guide and teach parents, improve family functioning, and enhance child development. Family-focused services may utilize techniques such as role modeling to develop parenting skills and behaviors, advocacy, may include parent support programs, teaching home management, etc. Services may also include time-limited group or individual instruction with a structured approach for the purpose of imparting topical skill or knowledge; usually in a center-based setting.	FBSS	19
	<b>Supportive/Preventive Programs</b>	<b>Young Parent Support</b> Community-based supportive, preventive, and educational services to strengthen teen family functioning; promote parenting competency, ensure the safe and healthy growth and development of child(ren); offered as a continuum of services including outreach, home visiting, case management, core support/topical services, mentoring, and tracking services.	FBSS	
	<b>Supportive/Preventive Programs</b>	<b>Supervised Visitation</b> Service conducted by a trained professional, affording child visitation with the non-custodial parent, in a safe, hospitable environment. This services may be accessed by DCF to support visitation requirements, by battered women when there are safety concerns, or as a court-ordered neutral environment for parties involved.	FBSS	
	<b>Supportive/Preventive Programs</b>	<b>Interpreter</b> Short-term, closed referral service for bilingual, bicultural, hearing and visually impaired individuals and families during the absence of linguistically competent social work staff.	FBSS	
	<b>Supportive/Preventive Programs</b>	<b>Recreation/Camp</b> Seasonal, day or residential camping/recreation service offered to children by qualified contracted providers; to encourage and stimulate the healthy emotional, social, and physical development of children.	FBSS	
<b>Supportive/Preventive Programs</b>	<b>Hotline/Parental Stress Line</b> A 24-hour confidential hotline designed to reduce stress, and the risk of child abuse and neglect; operating daily to provide information and referral, telephone crisis counseling to parents and other caregivers.	FBSS		
<b>Supportive/Preventive Programs</b>	<b>Coalition Supported Services</b> Community-based coalitions of residents, health and human service providers, schools, businesses and religious and public safety organizations and policy makers whose goal is to facilitate the development of comprehensive family support systems.	FBSS		
<b>Supportive/Preventive Programs</b>	<b>Comprehensive</b> Integrated or blended set of services, and delivered to consumers sequentially or simultaneously, which draws upon more than one model and/or external service elements.	FBSS		
<b>Supportive/Preventive Programs</b>	<b>Other</b> Services which do not readily fall into previous model definitions. These should be defined by the DCF manager most familiar with the services being offered.	FBSS		

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<b>Family-based (continued)</b>	<b>Adolescent Day Program</b>	<b>Alternative Schools</b> Programs designed for learning and improving practical skills such as reading, writing, and basic math, with emphasis on building self-esteem, social, and academic skills.	FBSN	20
<b>Contracted Support Services</b> Services that may closely resemble internal Department mission or activities that are performed through purchase of services contracts.	<b>Protective</b> Services or activities designed to avoid or prevent incidence or continuation of child abuse or neglect.	<b>Child Abuse Hotline</b> 24 hour, 7 day a week telephone line dedicated to screening reports from the public and professionals concerning the abuse and/or neglect of children.	CSSH	22
	<b>Protective</b>	<b>Case Management</b> This model currently covers two types of services. First, "conflict of interest" in which the provider investigates and manages cases that involve DCF employees and their immediate families. Second, a provider delivers a full range of case management services to refugee minors who are in state custody.	CSSI	
	<b>Protective</b>	<b>Comprehensive Emergency Services</b> A coordinated system for providing immediate and effective supportive response on a 24 hour basis to individuals, families or children. Although these are crisis situations, they are not protective in nature.	CSSE	22
	<b>Protective</b>	<b>Investigations (Conflict of Interest)</b> The provider conducts investigations of reports of child abuse and neglect that involve DCF employees and their immediate relatives.	CSSI	22
	<b>Protective</b>	<b>Partnership Agency Services</b> The PAS program is focused on serving cultural/linguistic minority populations. It includes the following mix of components: parent/kinship mentor services; visiting resource services; intensive adolescent services; family/group care reintegration services; foster home/kinship recruitment and support; and foster home management.	CSSP	22
	<b>Protective</b>	<b>Unaccompanied Minors</b> Arrange foster care placements for "unaccompanied refugee minors" placed with licensed and trained foster families through 25 affiliated child welfare programs. The program provides foster care and related services to youths, who lack a caregiver, from all around the globe.	CSSU	
	<b>Service Management</b>	<b>PATCH</b> A community-based partnership of public agency direct service staff, community groups, and residents to provide comprehensive direct services to families.	CSSS	
	<b>Community Education &amp; Training</b>	<b>Community Education &amp; Training</b> An array of activities aimed at the prevention or reduction of specific social problems through raising community awareness of the problem. Activities may include public speaking, publication of brochures, interagency networking, advertising, etc.	CSSC	
	<b>Community Education &amp; Training</b>	<b>Other</b> Services which do not readily fall into previous model definitions. These should be defined by the DCF manager most familiar with the services being offered.	CSSS	11
<b>Administrative</b>	<b>Miscellaneous Payment</b>	<b>Emergency Payments</b> <b>Lump Sum Payment</b> <b>Child Care AIDS Network</b> <b>Foster Care Review</b> <b>Family Residence Service</b> <b>Insurance Coverage</b> <b>Preparing Adolescents for Young Adulthood (PAYA)</b> <b>Foster Parent Respite</b> <b>Exchange</b>		
	<b>Miscellaneous Administrative</b>	<b>Travel</b>		