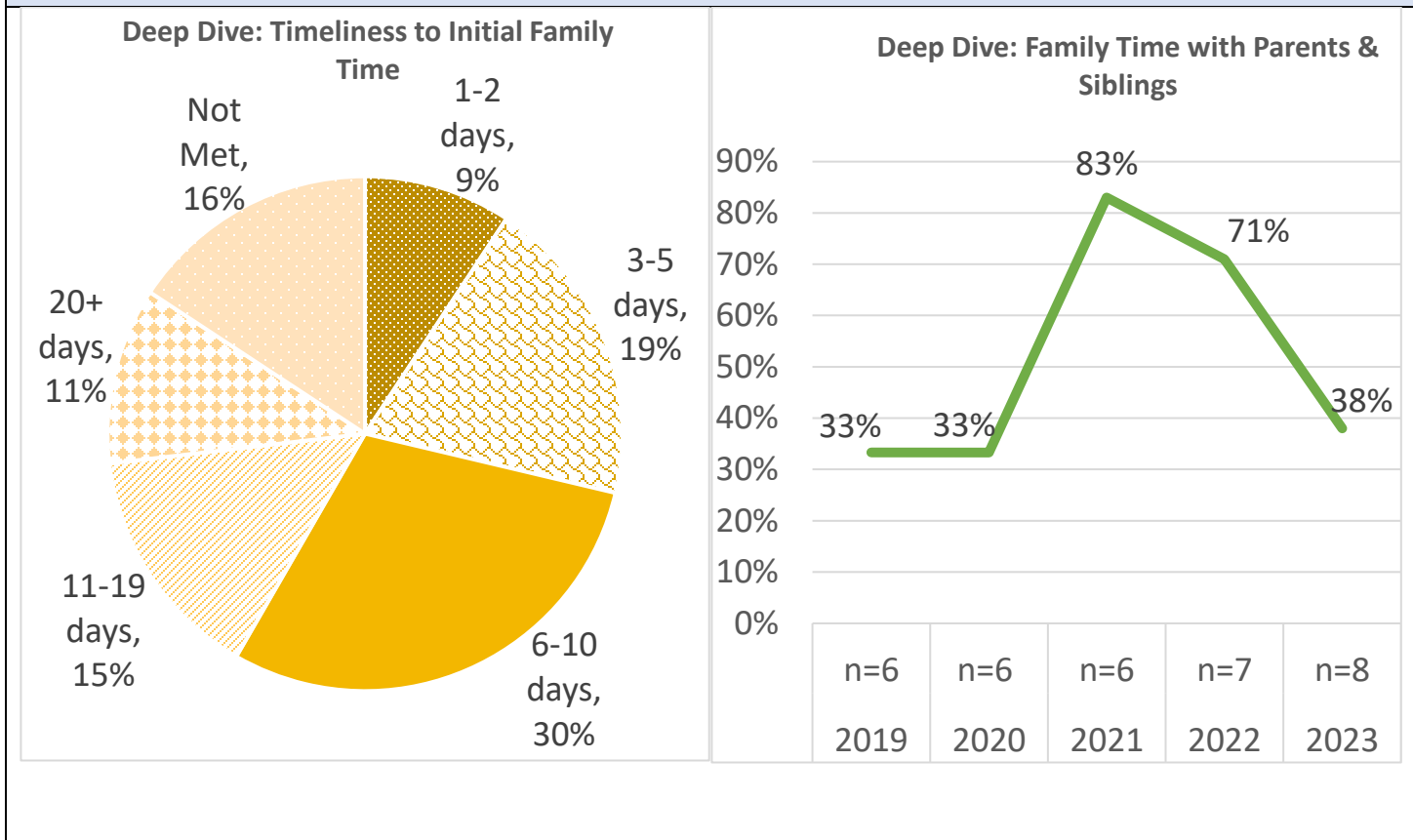


CQI Strategy Meeting	Date:
Present in Attendance: <ul style="list-style-type: none"> ○ Sign-in sheet/Teams attached 	Site: D11 CQI Analyst Assigned: Katrina Husbands Next Mtg Date: 1st Quarterly 1/4/2024, 2nd Quarterly 4/11/2024. 3rd Quarterly TBD Mid-July 2024

Identified Lead Measure: Family Time with Parents and Siblings



Problem Statement & Theory of Change (a hypothesis that connects the steps to the goal)

Problems We are Trying to Solve:

ODHS needs to continue to staff and document the need for using supervision levels.

ODHS also needs to increase support to and the quality of family time ODHS needs to increase support to and the quality of family time.

Initial family time is not occurring most of the time until more than five days after children's placement in substitute care.

Problem Statement: In District 11, prompt, frequent, and quality family time between parents, siblings and children in substitute care is not always occurring and/or is not always appropriately documented.

Proposed Theory of Change:

By focusing on improving the process to refer children and families to their initial family time, D11 will be more likely to assure children and families receive initial family time within 48 hours and subsequently D11 will improve Placement Stability, Permanency within 12 months (usually reunification), 13-23 months (usually reunification or guardianship) and 24+ months (usually adoption).

By focusing on improving the quality and frequency of family time, D11 will improve Placement Stability, Permanency within 12 months, 13-23 months and permanency in 24+ months.

PLAN *What tasks will we take to attempt change? How will it impact the measurement? Who is responsible for the task? What resources are needed? How and when will this be communicated to staff?*

Date: 11/17/2023

Action Step #1a				Equity Considerations?
The CPS case aide (Brandy Zurbrugg) will e-mail the point person for the Family Time Coordinators (Toni Benjamin) when children are placed into care. Toni will then set up and supervise the initial visit within 48 hours, if possible, and no later than a week after being placed.	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 11/17/2023	Brandy Zurbrugg and Toni Benjamin.	11/17/2023	1027-D can be pulled every month for the previous 60 days. Katrina will pull this. If our plan is working, we will see the number of children receiving initial visits with their family increase.	<p>Lakeview folks have only one FTC, so this Action Item is for Klamath only. Lakeview action will follow.</p> <p>Children who are placed on Holidays or weekends might not be able to be scheduled within 48 hours.</p>
<p>Notes: Brandy is the CPS Case Aide for CPS. She gets notification from the CPS workers who place Klamath children in care. She always gets this notification, so the placement can get entered in the system. Toni is a Family Time Coordinator and has the availability to provide the visits. The great thing about this action item is that it relies on a system that is already in place and doesn't rely on caseworkers.</p> <p>1/4/2024 – Continue</p> <p>4/11/2024 - Continue</p>				

Action Step #1b				Equity Considerations?
<p>Action for Lakeview Team (as similar to above): Lakeview CPS Team will staff/notify Susie Carlson, Family Time Coordinator, when children are placed into care. Susie will indicate whether she is able to assure children are able to be scheduled to visit with their parents within 48 hours. If she is not able to schedule, she will notify the CPS caseworker so that they can provide the visit within 48 hours if possible.</p>	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 11/17/2023	CPS Team, Susie Carlson (FTC). Supervisor Kadi Hall.	11/20/2023	1027-D can be pulled every month for the previous 60 days. Katrina will pull this. If our plan is working, we will see the number of children receiving initial visits with their family increase.	Children who are placed on Holidays or weekends might not be able to be scheduled within 48 hours.
<p>Notes: Susie is the only FTC for Lakeview, so she may be unable to provide the visit within 48 hours. If she is unable, she will let the CPS worker and her supervisor, Kadi Hall know. If she is not able to provide the visit, the CPS worker will schedule/supervise the visit within the 48 hours if possible.</p> <p>1/4/2024 – Continue</p> <p>4/11/2024 - Continue</p>				

Action Step #2				Equity Considerations?
D11 will explore having an event for Resource Parents and Families together.	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 11/17/2023	Klamath: FTC Team, FTC Supervisor, MaryAnn Allen. Lakeview: Kadi Hall, Supervisor Lakeview, Susie Carlson, FTC.	12/1/2023	Toni Benjamin, Geneia Maupin, MaryAnn Allen, Kadi Hall, Susie Carlson will let Katrina know. More resource parents and families will have connection.	Some families will not be appropriate. Parents who we haven't been successful in engaging or incarcerated, hospital, out of the Counties, etc.
<p>Notes: This action was suggested to increase familiarity between birth parents and resource parents which may impact frequency and quality of family time.</p> <p>1/4/2024 – Pause because of weather. We'll circle back around to this next Quarterly.</p> <p>4/11/2024 - End</p>				

Action Step #3				Equity Considerations?
Family Time Coordinators will document (in OR Kids) the discussions that occur regarding how families are responding to the current level of supervision	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 11/17/2023	Family Time Coordinators	12/15/2023	Katrina will do a spot case note pull, monthly for children who are in substitute care. Supervision levels will be evaluated more frequently.	Families who don't currently have visitation set up by the Family Time Coordinators.
<p>Notes: Currently, there are quite a few informal discussions between FTCs and Caseworkers about how families are responding to current supervision levels, but the discussions are not being documented consistently. These discussions inform the decision the Caseworker makes about Supervision Levels.</p> <p>1/4/2024 - Continue</p> <p>4/11/2024 - End</p>				

Action Step #4				Equity Considerations?
Permanency Supervisors will discuss the supervision levels for Family Time at 90-day staffings. There will be evaluation of the current supervision level.	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 1/4/2024	Lindsey Enserink, Chandra Awbrey, Kadi Hall.	1/8/2024	Katrina can pull 90-day staffing notes to see if level of supervision is discussed/documented. We hope to see more frequent discussion of whether visitation is frequent, least intrusive and hope to see more frequent visitation.	Wouldn't apply to in-home or cases where Termination of Parental Rights or relinquishment has happened.
Notes: 4/11/2024: Continue Discussed using key words in 90-day staffing notes because of some upcoming programs that will isolate key words to assist the CQI Team with case note reviews. Discussed that the key is if it is happening, not necessarily that it is documented. Documentation just helps quantify this qualitative item. Supervisors still wanted to continue this item and indicated that they will try to use key words.				

Action Step #5				Equity Considerations?
The 4050 Supervision Levels form will be discussed at Prep and Agreement meetings between CPS, Permanency & Family Time Coordinators.	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 1/4/2024	Perm Sups: Lindsey, Chandra & Kadi CPS Sups: Erin Rodgers, Lindsay Clemons, Kendra Case & Kadi Hall.	1/8/2024	Katrina can do a case note pull. Should be captured in a meeting note. Look in the meeting note section. Could look in file cabinet. 4/11/2024: Supervisors will cc Katrina on the case transfer e-mail attachment.	We can't think of any for cases that are court involved. Questions about quality of convo and any bias that might come up?
<p>Notes: Caseworker enters a case note for the prep and agreement meeting. Lindsey E. will get the new agenda to Katrina. Done. Case information sheet and they plan to add a subject that looks at supervision of the Family Time for the family.</p> <p>4/11/2024 – Continue</p> <p>Discussed how this is happening, but it has been hard to quantify because it is not in any notes. Supervisors agreed to cc Katrina on the transfer e-mail, so that it can be tracked. We still want to continue this item.</p>				

Action Step #6				Equity Considerations?
Permanency Supervisors will invite the Family Time Coordinators (assigned) to Prep and Agreement meetings.	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 1/4/2024	Permanency Supervisors, Lyndsey Enserink, Chandra Awbrey & Kadi Hall.	1/8/2024	Management Team will let Katrina know this is happening.	We couldn't think of any equity considerations. We did note again that the Lake office only has one Family Time Coordinators.
Notes: Family Time Coordinators will be invited to Prep and Agreement meetings. They may not be able to come based on schedules, but their supervisor MaryAnn Allen was supportive of them attending, and indicated that she could be available for visit coverage. She indicates that these meetings are very short and likely if the FTC was in the building they could be freed up. 4/11/2024 - Continue				

Action Step #7				Equity Considerations?
Explore with ORRAI whether a report exists or can be created that shows what level of supervision each family has for their Family Time.	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 4/11/2024	Katrina	Begin seeking information 4/15/2024	Katrina will report	Cannot think of any equity considerations.
Notes:				

Measurements
<p>What are we going to measure?</p> <p>Whether Time to initial Family Time (1027-D) decreases; CFSR Data on Visitation between Children, Siblings and Parents, Item 8 the strength rating will increase; whether a discussion occurred with regard to a large co-resource parent/biological family event occurred; and case note searches monthly to determine if informal discussions on supervision levels and family time are being documented.</p>
<p>How will we know the plan is working?</p> <p>Time to initial family time will decrease and more children and birth parents will have their initial family time within the 48-hour timeframe. CFSR data on visitation between parents and children will increase its strength finding from its current level (38%). Placement stability will increase.</p>
<p>How will we determine all families are being impacted equitably? The data that is pulled monthly could be disaggregated by race to determine if families of color are waiting longer for visits than white families and we could evaluate the CFSR (qualitative data) as well.</p>

Advisory Committee Review and Recommendations
<p>Review/Recommendation (include date of review/recommendation): 12/27/2023</p> <ol style="list-style-type: none"> 1. Look at and review with the site, trends from the last few years from the CFSR reviews which went from 83% down to the percentage where the site selected it at to see if there were any trends which could be informative for the site in action planning 2. Note barriers in visits not taking place when Katrina reviews the case notes to share with the site so new action items can be planned around addressing those barriers in their action plan.
<p>Notes: Reviewed the recommendations at 1st Quarterly and all seem acceptable.</p>
<p>Site Response (date replied): No concerns.</p>