

Assessment Questions: Family First Planning and Readiness

Question	Response	Action Items	Workgroup Representative	Related Prevention Plan section
Transformative Vision				
What is the transformational vision for how to impact children and families considering Family First?				Sec.1A & 1B
In what way will families be served differently?				
What systemic barriers could be eliminated or reduced with Family First?				
Is there an opportunity to reinforce or move towards organizational transformation or restructuring through implementation of Family First provisions?				
Sequencing and Interdependencies				
How should provisions and activities within provisions be sequenced?				Mostly implementation-related
How does the Agency strategic direction impact the sequencing of provisions?				
Are there political, legal, system, workforce and other strategic drivers that may impact the sequencing?				
What Financial advantages are there to implementing provisions in a particular order? How does the sunset of the Waiver factor in?				
Are there deadlines for making program and policy decisions in order to secure investments, administrative changes and/or contracts to support implementation?				
Do federal exemptions need to be requested?				
Are there opportunities to stage and then scale up to full implementation of a provision to learn and manage the change?				

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Unique Jurisdictional Factors				
What are other leverage points or dynamics impacting change (e.g., legislation, political administration changes, and leadership changes)?				Sec.1C
What can you learn from historical challenges related to outcome attainment, implementation, and overall effectiveness to shape FFPSA-related implementation?				
Does a recent past or future restructuring of your agency have implications for implementation?				
If applicable, what implications are there for your partnerships with Tribal governments?				
Does a consent decree impact your ability to implement a provision?				
Is there an opportunity to revisit consent decree terms in light of implementation of a provision?				
1. Target Population Component				
How are imminent risk and Candidacy understood?				Sec. 2
What is the target population(s) of this provision?				
What existing analyses are available to understand the target population(s), and what new analyses are needed to understand this population(s)?				
How many children and families are part of the target population(s)?				
What are the demographic and geographic characteristics of the target population(s)?				
What are the service needs of the target population(s)?				
2. Stakeholder Engagement Component				
<p>Which stakeholder groups need to be engaged to inform implementation of this provision?</p> <ul style="list-style-type: none"> -Tribes? -Judges and legal stakeholders? -Families, youth, and foster parents? -Internal & external champions who can support buy-in and implementation? -New or different stakeholders? 				Sec. 1E &1F & 3D.
<p>How should stakeholder engagement be carried out?</p> <ul style="list-style-type: none"> -What existing governance structures that include partners can be leveraged for assessment, planning and/or implementation? -Does this provision require a significant shift in the business model or practice approaches of key stakeholders? 				

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3. Communications Component				
Are there key constituencies and target audiences that need to understand this provision?				Mostly implementation related, but may impact Sec. 1E, 1D, and 7 (Training)
What upcoming opportunities exist or need to be created to communicate about this provision?				
4. Practice Model Component				
Does the provision provide an opportunity to develop and implement a practice model to guide the agency's work with and services to families?				Sec. 1C and 7
If a practice model already exists: -To what extent does the practice model support the desired implementation of the provision? -What modifications or enhancements may be needed to the practice model to implement the provision? -Is it sufficiently trauma-informed to support implementation of this provision?				
5. Child & Family Assessment Component				
To what extent are current agency assessment tools sufficient to implement this provision? Should there be new tools employed or changes made to existing tools?				Sec 4, 5 & 7
To what extent are assessment processes, timeframes and related practices sufficient to implement the provision?				
To what extent do we need to strengthen the quality of assessment and use of information to guide service planning and case decision-making to implement the provision?				
6. Case & Service Planning Component				
To what extent do the current child case and family service plans align with the provision?				Sec 4, 5 & 7
What changes might be needed to the child case and family service plans to support implementation of the provision?				
Is a new child case or family service plan needed for this provision? -If so, what is to be included in the new plan?				
What infrastructure changes need to be made to accommodate a Child Specific Prevention Plan?				

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7. Service Array Component				
What does the target population assessment suggest about adjustments needed to the service array?				Sec. 3
What services will need to be added to the service array?				
What volume of each service is required to meet existing and projected needs?				
Are there services the jurisdiction could consider eliminating due to a lack of an evidence base or misalignment with the demonstrated needs of the target populations?				
8. Casework & Supervisory Practices Component				
To what extent do current casework and supervisory practices support the implementation of this provision?				Mostly implementation related (somewhat helpful for Sec. 7)
What casework and supervisory changes are necessary to implement this provision?				
9. Policies, Regulations, & Rules Component				
Which of the following relate to this provision? -State policies and regulations -Agency policies and procedures -Administrative rules				PI 18-09 Attachment B (Pre-Print)
To what extent do they align with and support the provision currently?				
What changes will be needed to implement the provision?				
10. Workforce Capacity & Alignment Component				
Does this provision require additional or re-assigned staff?				Sec. 8
Does this provision require a workforce with an additional skill set or credentials?				
Does this provision require increased supervision or lower supervisor to worker ratios to ensure appropriate oversight and mentoring?				
What resources might the workforce need to implement this provision successfully?				

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11. Training & Coaching Component				
What modifications or additions are needed to pre-service training to address this provision?				Sec. 7
What modifications or additions are needed to on-going training to address this provision?				
What modifications or additions to foster parent training are needed to address this provision?				
Does this provision require coaching, specialized training or guidance materials to a subgroup or specialists within the workforce to promote successful implementation (CPS investigators; older youth workers; etc.)?				
Does this provision require the creation of new coaching models or modification of existing coaching practices?				
12. Data Analysis, Evaluation, & Continuous Quality Improvement Component				
What do we want to know to understand implementation, quality and fidelity of practice, and outcomes relevant to the provision?				Sec. 6
Which additional partners could be brought to the table to help making meaning of data and/or evaluation results, and to shape adjustments to practice, systems and services?				
What adjustments to ongoing continuous quality improvement processes and/or tools are necessary to assess performance?				
Does the provision suggest an opportunity to move promising practices along the evidentiary scale?				
13. Data Collection & Federal Reporting Component				
What administrative and other data are needed to understand implementation of the provision, quality practices and expected outcomes? To what extent are these data currently collected in administrative databases and other data sources?				Sec. 6 & 9
What are the system, process or technical barriers to documenting and collecting information for the provision? Are interim solutions (e.g., point in time counts) necessary to collect data until administrative data changes are feasible?				
Are new or adjusted data sharing agreements/contractual arrangements needed with external system partners to support data collection, analysis and evaluation?				
How will potential CB guidance on data submissions factor into the implementation of data collection strategies?				
What data quality approaches are needed for the newly collected data?				

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14. Information Systems Component				
Does this provision require new or modified functionality within the statewide automated information system?				Sec. 6 & 9
Does this provision suggest that additional data collection or report generation functionality is needed to optimize implementation efforts?				
Does this provision suggest that 'ticklers' or other practice supports might be helpful to promote successful implementation or compliance with designated time frames?				
15. Contracting Component				
What new contracts for supports and/or services will need to be developed to implement this provision?				Sec. 3
What contracts for supports and/or services will need to be revised to implement this provision? Does this provision require contracted agencies to modify or adjust their workforce to promote successful implementation?				
What is the contracting timeline and its implications for this provision?				
16. Budgeting and Appropriation Requests Component				
How will the implementation of this provision be funded?				Mostly implementation related
What fiscal impact does this provision have on the agency budget?				
What appropriation requests are necessary related to this provision?				
What are the implications of this provision on the budgeting and appropriate timeline?				
Is the provision likely to increase or decrease federal revenue? If a decrease, what mitigation strategies are available?				
17. Federal Plans & Reporting Component				
Is a specific plan required as part of this provision?				Mostly implementation related
How can the Agency develop the plan associated with the provision in alignment with the strategic direction and priority outcomes?				
Are there connected federal or state requirements that impact the development of the plan?				
What data and evidence should be reviewed to inform the plan?				
Which stakeholders and expert partners could help shape the plan development and implementation?				
Will the plan describe a fixed statewide strategy, or a statewide framework with parameters that allow localized or program-specific approaches?				

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18. Accounting & Claiming Systems Component				
What modifications are needed to the Cost Allocation Plan?				Mostly implementation related
What new cost pools or activities need to be defined?				
Do these require modification to random moment time studies (RMS) or other allocation processes?				
What changes are needed to financial tracking and reporting systems, including changes needed for federal reporting?				
What modifications to accounting systems are needed?				
What additions and modifications are needed to eligibility determination processes and infrastructure?				