

32979

AMENDMENT NUMBER TWO

TO THE INTERAGENCY AGREEMENT BETWEEN CITY OF LONG BEACH AND THE LOS ANGELES COUNTY DEPARTMENTS OF PUBLIC SOCIAL SERVICES, CHILDREN AND FAMILY SERVICES, AND PROBATION FOR CHILD HEALTH AND DISABILITY PREVENTION PROGRAM SERVICES


Reference is made to the document entitled "Interagency Agreement Between the City of Long Beach and the Los Angeles county Department of Public Social Services, Children and Family Services, and Probation for Child Health and Disability Prevention Program Services", dated Fiscal Years 2010-12, hereinafter referred to as "Agreement".

Effective July 1, 2014, the Agreement is amended as follows:

- I. **EFFECTIVE DATES:**
THE TERM SHALL BE RENEWED FROM JULY 1, 2014 TO JUNE 30, 2016.
- II. **ATTACHMENT SECTIONS:**
SUB-SECTION A: ORGANIZATIONAL CHARTS FROM RESPECTIVE AGENCIES MAY BE SUBSTITUTED FOR UPDATED VERSIONS AS THE DOCUMENT IS CIRCULATED.

All other terms and conditions remain in full force and effect.

IN WITNESS WHEREOF, the parties hereunder have caused this Amendment to be executed on the 1st day of July 2014.

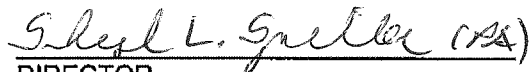
 Assistant City Manager

PATRICK H. WEST, CITY MANAGER
City of Long Beach

4.15.14

Date

EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER.



DIRECTOR
LA Co. Department of Public Social Services

1/12/15

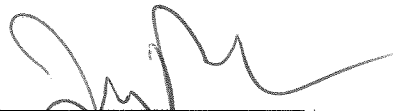
Date



DIRECTOR
LA Co. Department of Children and Family Services

12/4/14

Date



Chief Probation Officer
LA Co. Probation Department

10-30-14

Date

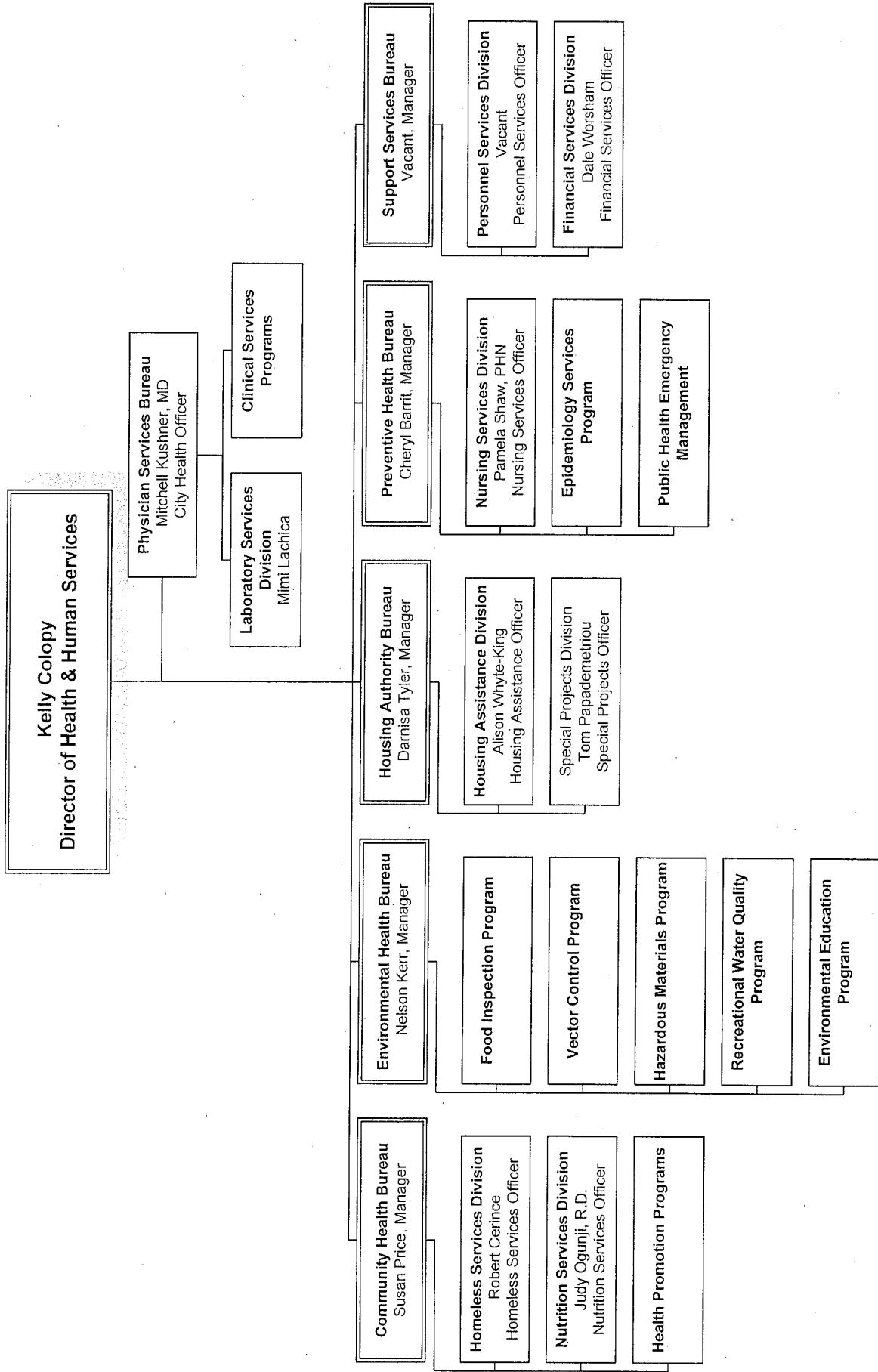
APPROVED AS TO FORM

4/16/2014
CHARLES PARKIN, City Attorney

By 
LINDA T. VU
DEPUTY CITY ATTORNEY

Department of Health & Human Services

Wednesday, September 04, 2013



INTERAGENCY AGREEMENT BETWEEN
THE CITY OF LONG BEACH
AND THE LOS ANGELES COUNTY DEPARTMENTS OF
PUBLIC SOCIAL SERVICES,
CHILDREN AND FAMILY SERVICES, AND PROBATION FOR
CHILD HEALTH AND DISABILITY PREVENTION PROGRAM SERVICES

ATTACHMENTS

A. Organizational Charts

1. CHDP
2. DPSS
3. DCFS
4. Probation

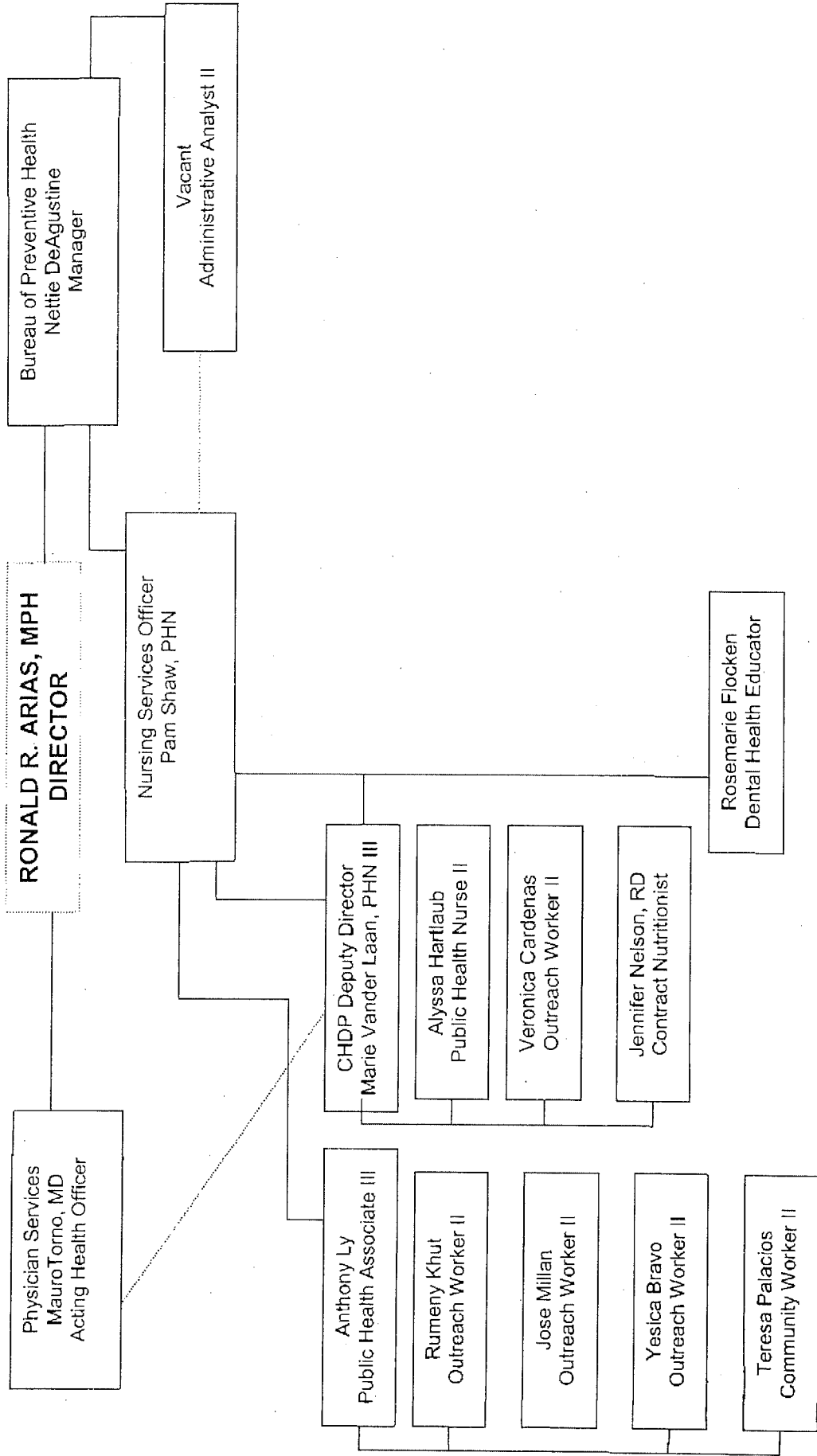
B. Functional Charts

1. CHDP Flow Charts
2. DPSS Flow Chart
3. DCFS Flow Chart
4. Probation Flow Chart

A. Organizational Charts

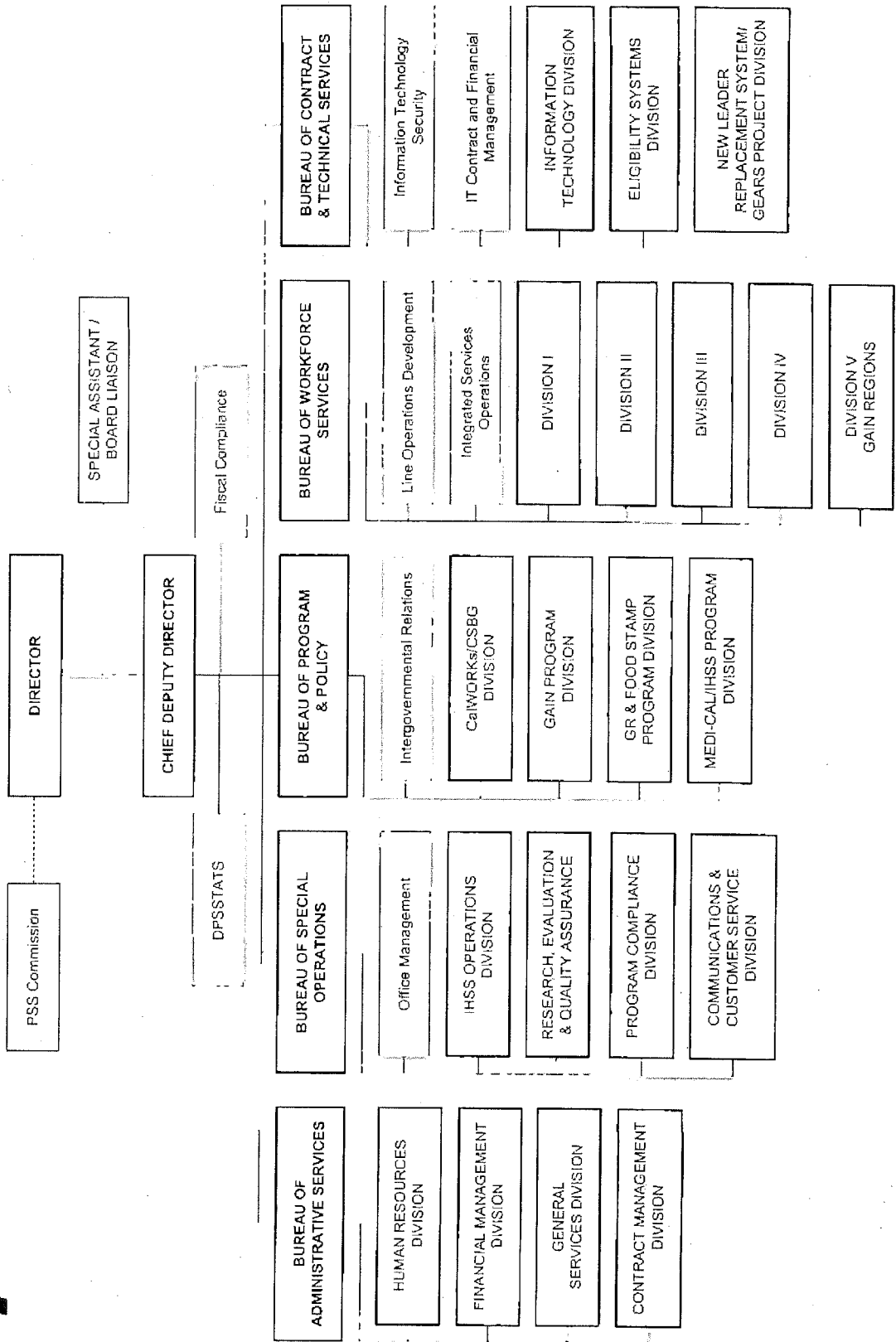
CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES

CHILD HEALTH AND DISABILITY PREVENTION PROGRAM
ORGANIZATIONAL CHART 2011



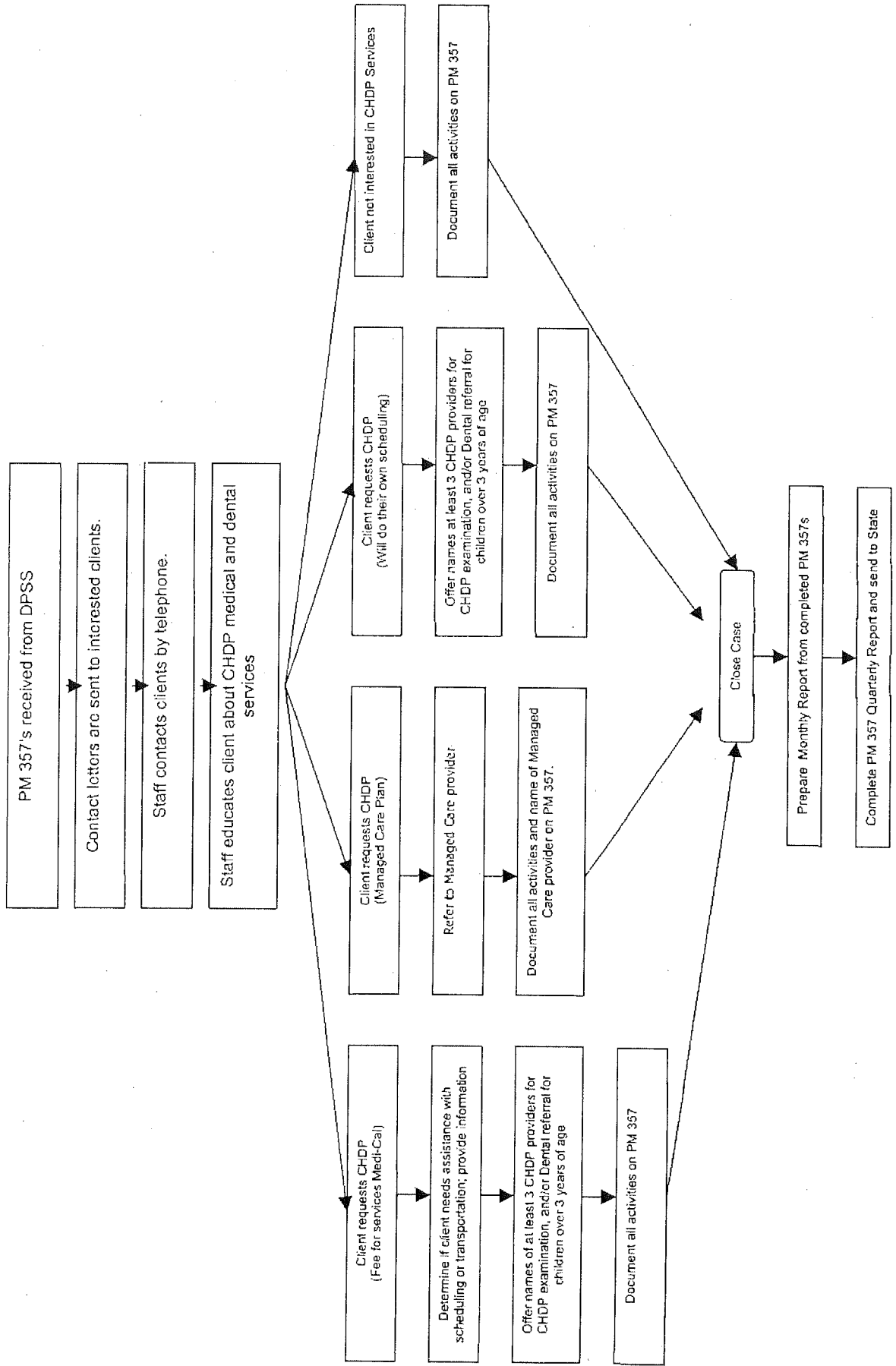


**LOS ANGELES COUNTY
DEPARTMENT OF PUBLIC SOCIAL SERVICES**
PHILIP L. BROWNING, DIRECTOR
Fiscal Year 2010-11

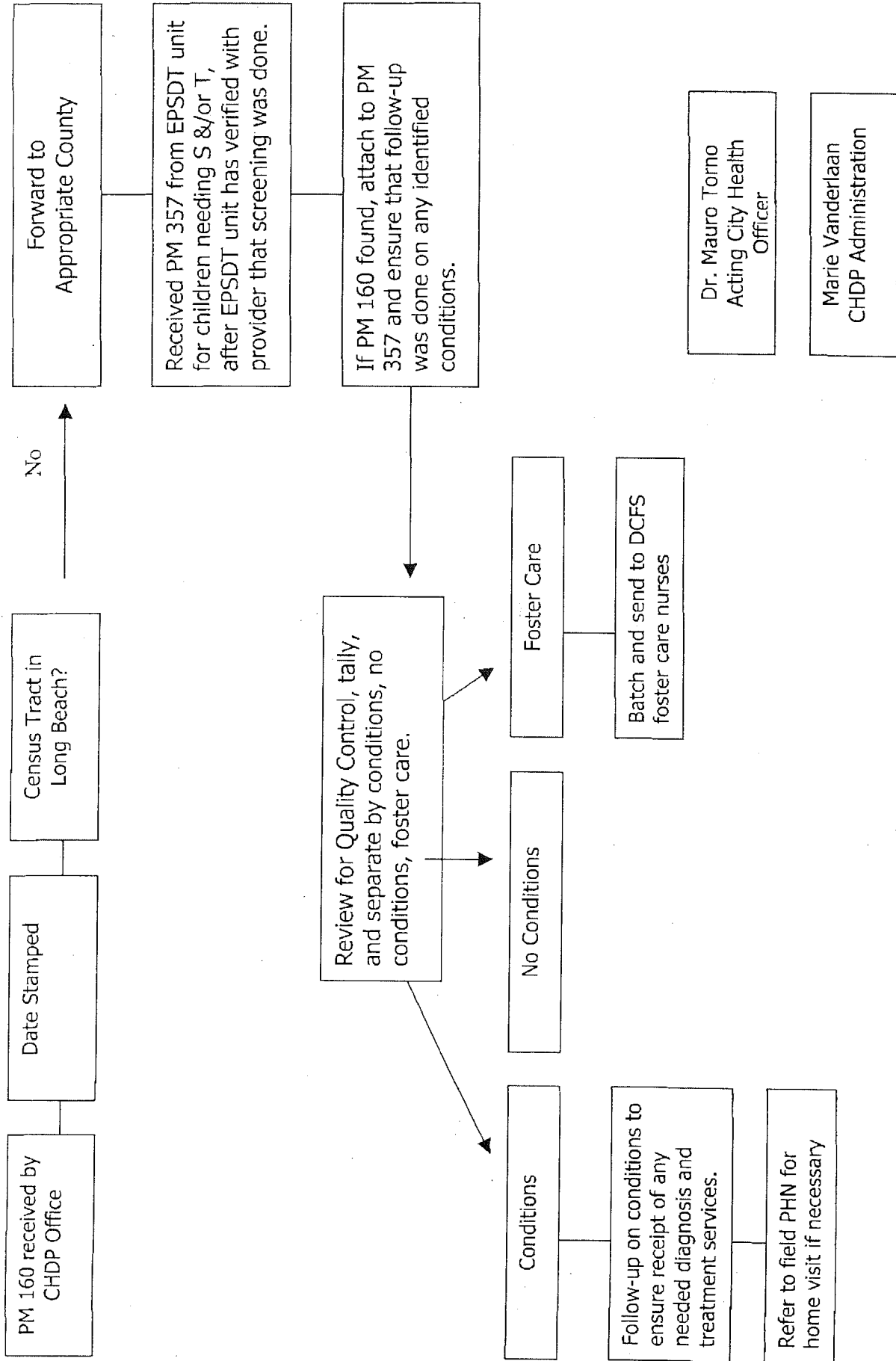


B. Functional Charts

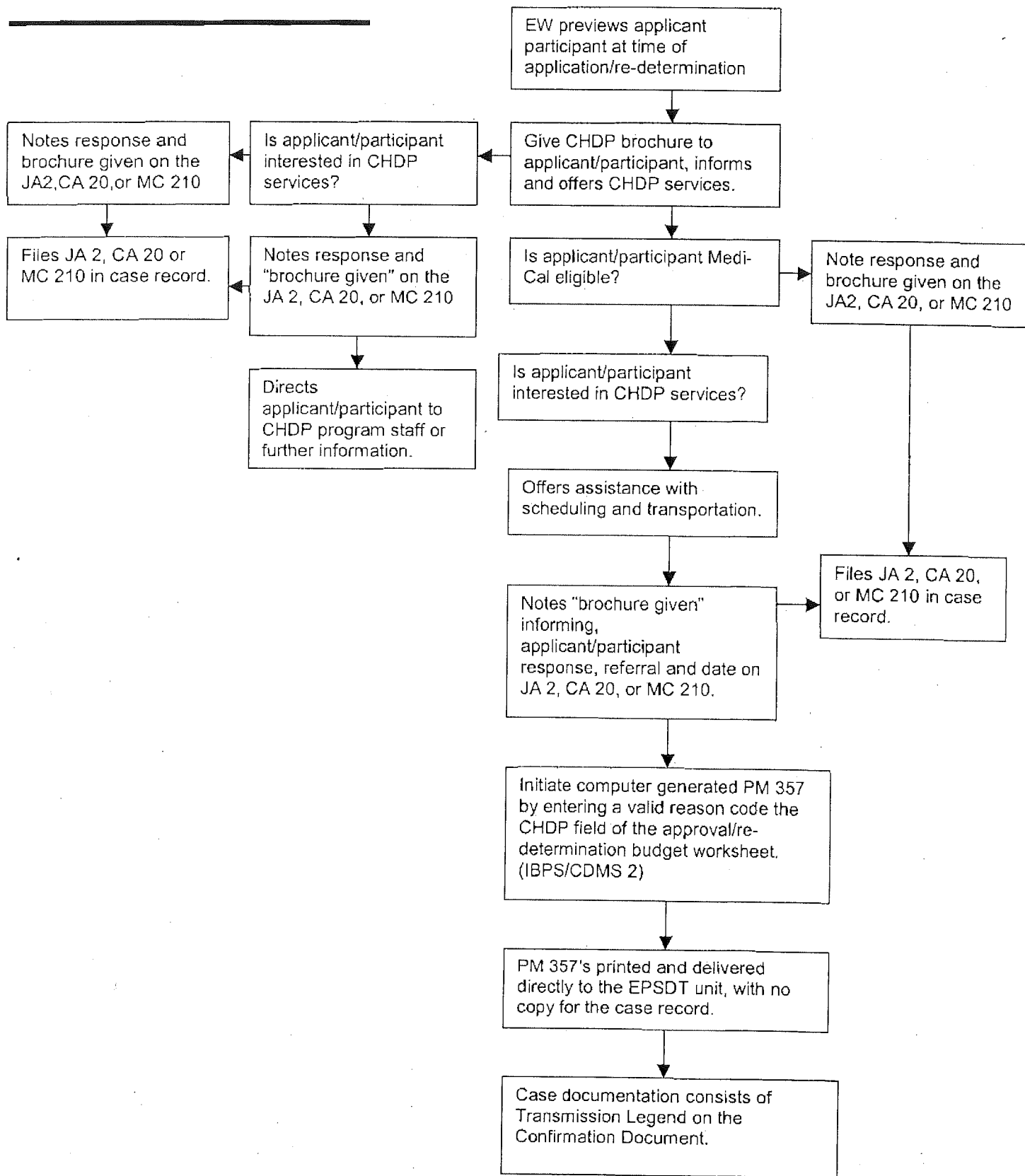
CHILD HEALTH AND DISABILITY PREVENTION PROGRAM EPSDT OUTREACH – PM 357 FLOW CHART



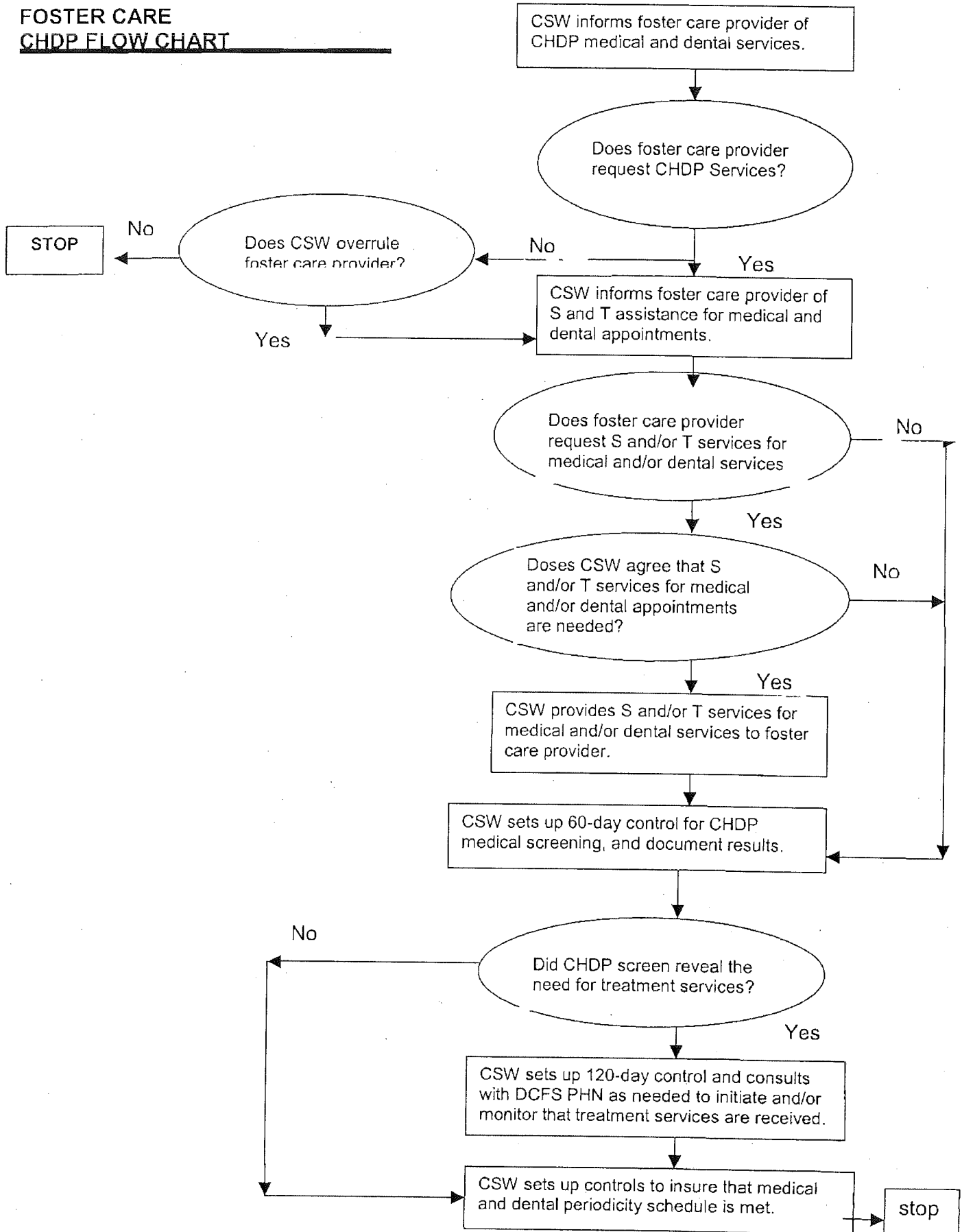
CHDP Follow-up Flow Chart For Post-Screening Activities



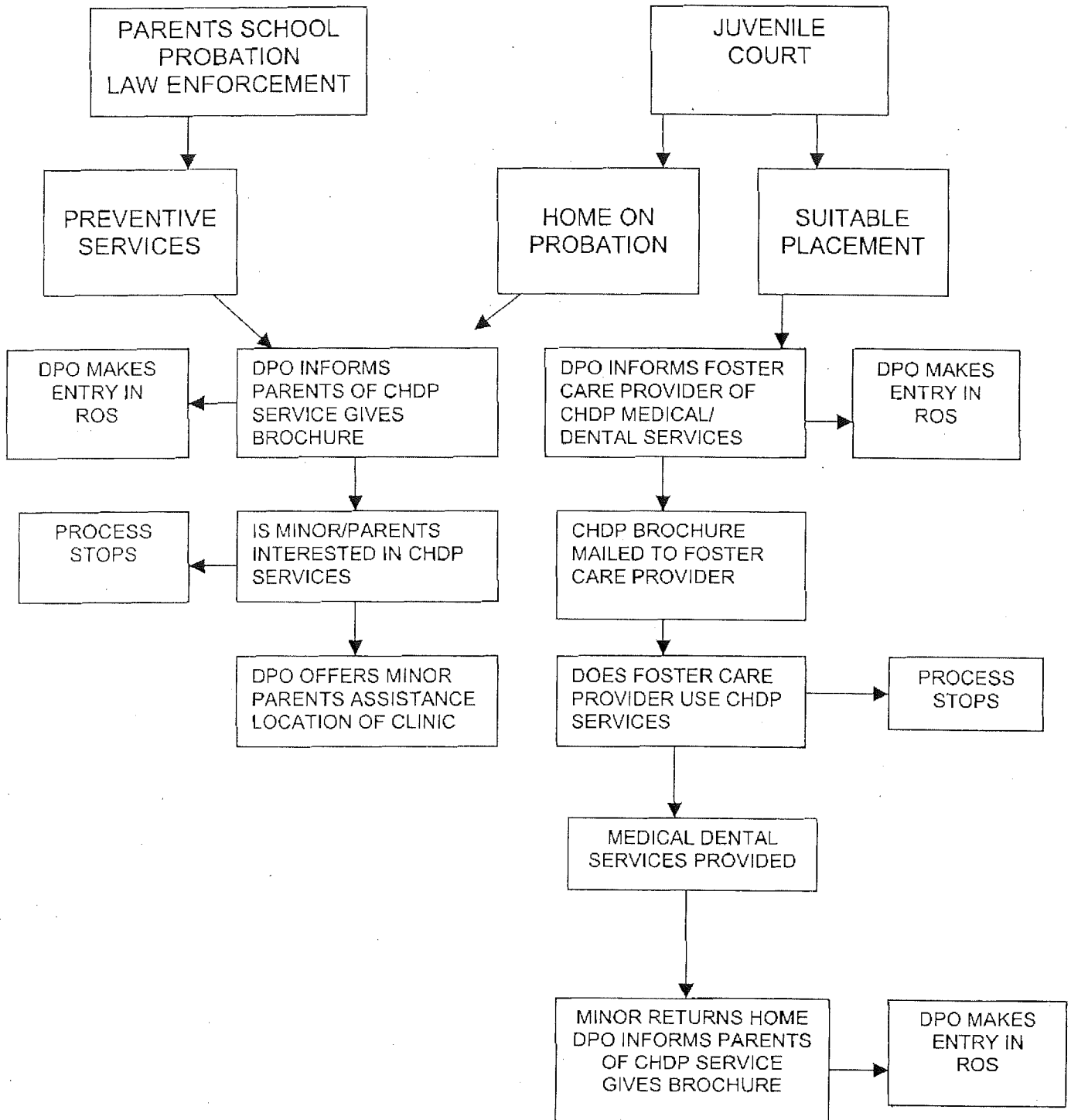
DPSS INCOME MAINTENANCE
CHDP FLOW CHART



**DEPARTMENT OF
CHILDREN AND FAMILY SERVICES
FOSTER CARE
CHDP FLOW CHART**



PROBATION DEPARTMENT CHDP FLOW CHART





CITY OF LONG BEACH

DEPARTMENT OF HEALTH AND HUMAN SERVICES

2625 GRAND AVENUE • LONG BEACH, CALIFORNIA 90815 • (310) 570-4000

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June 6, 1995

HONORABLE MAYOR AN CITY COUNCIL
City of Long Beach
California

SUBJECT: Child Health and Disability Prevention Administration
Program
COST: \$250,000 (Grant Funded)

It is recommended that the City Council adopt the attached resolution, as prepared by the City Attorney, authorizing the City Manager to submit an application and execute any subsequent agreements with the California Department of Health Services for a Child Health and Disability Prevention (CHDP) Administration Program in the City of Long Beach. The amount of the agreement is \$250,000 from July 1, 1995 through June 30, 1996.

BACKGROUND

The City of Long Beach Department of Health and Human Services is seeking State Department of Health Services approval to administer the CHDP program. With such a designation, the Department will be responsible for provider recruitment, liaison activities with local schools, State-funded preschools and Head Start Programs, outreach and education, and assistance to eligible families in obtaining medical services. The Department will be responsible for providing technical assistance to CHDP physicians and clinics and will work with CHDP providers to ensure compliance with program requirements. The County of Los Angeles is the current provider of the CHDP Administration Program for the City of Long Beach. The State Maternal Child Health Program has worked with local health jurisdictions to implement the CHDP Administration Program locally.

The Department has determined that the CHDP Administration Program will enhance the Department's ability to fulfill its role and mission to improve maternal and child health for the City of Long Beach. The estimated program population is 168,174 children.

The CHDP Administration Program is separate and distinct from the CHDP clinic, which the Department currently operates as a fee for service program providing preventive health services, including complete health assessments and examinations, for the early detection and prevention of disease and disabilities in children and youth. The Department's clinic and others located in the community will be administered by the CHDP Administration Program.

HONORABLE MAYOR AND CITY COUNCIL

June 6, 1995

Page 2

This program is not included in the fiscal year 1995-96 proposed budget. If the Department's application is approved, staff will submit a budget adjustment to the City Council for approval. This matter has been reviewed by the City Attorney's Office (Heather Mahood).

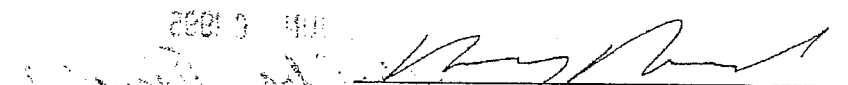
IT IS RECOMMENDED THAT THE CITY COUNCIL:

Adopt the attached resolution, as prepared by the City Attorney, authorizing the City Manager to submit an application and execute any subsequent agreements with the California Department of Health Services for a Child Health and Disability Prevention (CHDP) Administration Program in the City of Long Beach, for a total amount not to exceed \$250,000.

Respectfully submitted,


DIANA M. BONTA, R.N., Dr.P.H.
DIRECTOR

JUN 11 1995
APPROVED:


JAMES C. HANKLA
CITY MANAGER

INTERAGENCY AGREEMENT BETWEEN
THE CITY OF LONG BEACH
AND THE LOS ANGELES COUNTY DEPARTMENTS OF
PUBLIC SOCIAL SERVICES,
CHILDREN AND FAMILY SERVICES, AND PROBATION FOR
CHILD HEALTH AND DISABILITY PREVENTION PROGRAM SERVICES

Fiscal Years 2010-12

INTERAGENCY AGREEMENT BETWEEN
 THE CITY OF LONG BEACH
 AND THE LOS ANGELES COUNTY DEPARTMENTS OF
 PUBLIC SOCIAL SERVICES,
 CHILDREN AND FAMILY SERVICES, AND PROBATION FOR
 CHILD HEALTH AND DISABILITY PREVENTION PROGRAM SERVICES

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INTERAGENCY AGREEMENT

I. Statement of Agreement

This agreement is entered into by the City of Long Beach and the Los Angeles County Departments of Public Social Services (DPSS), Children and Family Services (DCFS), and Probation to assure compliance with federal and state regulations and the appropriate expenditure of the Early Periodic Screening Diagnosis and Treatment (EPSDT) funds in the implementation of the Child Health and Disability Prevention (CHDP) Program. It is understood by all the parties that this is a non-financial agreement.

II. Statement of Need

The City of Long Beach has more than 70,000 Medi-Cal eligible persons below the age of 21 years entitled to CHDP services. The purpose of CHDP is to encourage this population to obtain preventive health care so that a state of health can be achieved and maintained and so that problems identified through health assessments may receive prompt diagnosis and treatment. In this way, medical problems may be prevented from becoming permanently disabling conditions.

The following specific needs in Long Beach have been identified as a focus for Fiscal Years 2010-12. This IAA will be renewed on July 1, 2012 for 2 years by mutual agreement of all parties.

- A. Increase the number of referrals for CHDP services using a variety of modalities including continuing staff education for appropriate CHDP, DPSS, DCFS and Probation staff for the purposes of increasing referrals and identifying children's health conditions for which to seek consultation and coordination by trained health professionals.
- B. Increase the number of children ages 0 to 21 years receiving health assessments.
- C. Increase coordinated, comprehensive, and culturally competent services for children living in foster care including CHDP health assessment services and necessary diagnostic and treatment services.
- D. Work with DPSS Medi-Cal Program Division and Eligibility System Division to develop a more comprehensive and coordinated electronic referral system between DPSS and the CHDP program.
- E. DPSS, DCFS, and Probation are points of entry for the Medi-Cal-eligible population in City of Long Beach and are charged by the California Department of Health Services with informing families about CHDP. It is imperative that these departments, under the leadership of the Director of the CHDP Program, work cooperatively to assure effective implementation of the program. The Interagency Agreement is designed to facilitate such cooperation and to serve as mechanism for developing objectives that represent

joint activities of the health and social services departments.

- F. Provide consultation and information about CHDP resources and general public health services in child care settings.
- G. Involve community organizations and child health advocacy groups to increase participation in CHDP services.
- H. Evaluate reporting systems in health and social services departments.
- I. Coordinate with local Medi-Cal managed care plans, where appropriate.
- J. Assure that all training protocols comply with regulatory mandates regarding CHDP.

III. Organizational and Functional Relationships

- A. The exchange of information about persons applying for or receiving Medi-Cal, with or without linkages to other social services programs as outlined in this document, is permitted by state and federal law and regulations, and is to be maintained in a confidential manner.
- B. The following organizational/functional charts contained in Attachment A display important points of interface between CHDP and Social Services programs and personnel:

- Chart 1 Organization Chart for CHDP
- Chart 2 Organization Chart for DPSS
- Chart 3 Organization Chart for DCFS
- Chart 4 Organization Chart for Probation

- C. Flow charts depicting the CHDP process for informing families about the availability of preventive health care, through diagnosis and treatment are located in Attachment B.

- Chart 5 Flow Chart for DPSS
- Chart 6 Flow Chart for DCFS
- Chart 7 Flow Chart for Probation

IV. Responsibilities and Activities of DPSS/DCFS/Probation

- A. **DPSS:** Basic Informing and Documentation of Informing for CalWORKs and Medi-Cal Applicants/Participants – eligibility worker (EW).

Following are the requirements for Basic Informing and Documentation of Informing by eligibility staff of persons applying for, or receiving CalWORKs or Medi-Cal.

1. Application/Annual Redetermination

- a. In the eligibility intake interview or at the time of the annual redetermination, the appropriate responsible adult(s) for Medi-Cal eligible persons, including unborn, and persons under 21 years of age will be:
 - 1) Provided a State-approved brochure about the CHDP Program.
 - 2) Provided an oral explanation about CHDP including:
 - a) The value of preventive health services and the differences between episodic and wellness care; and
 - b) Availability of health assessments; and
 - c) Availability of dental services; and
 - d) The need for prompt diagnosis and treatment of suspected conditions to prevent disabilities and that all medically necessary diagnosis and treatment services will be paid for by Medi-Cal; and
 - e) The nature, scope, and benefits of the CHDP Program.
 - 3) Determine whether:
 - a) More information about CHDP Program services is wanted; and
 - b) CHDP medical and/or dental services are wanted; and
 - c) Appointment scheduling and/or transportation assistance are needed to obtain requested CHDP medical and/or dental services.
- b. The Eligibility Worker will document on either the SAWS 2 Cal-Works application form, MC 210 Medi-Cal application form or the LEADER CHDP screen that informing occurred:
 - 1) Brochure given;
 - 2) Date brochure was provided; and,
 - 3) Individual responses to the CHDP service questions.

NOTE: Any verbal or written "Yes" response to the CHDP questions or

offer of services requires a CHDP referral on the PM 357.

2. Mail-in Application/Annual Redetermination -- Medi-Cal

- a. Responsible adult(s) for Medi-Cal eligible persons under 21 years of age who apply by mail will do so through a State-approved Medi-Cal Application/Annual Redetermination forms. The Application/Annual Redetermination process includes the mailing of a state-approved brochure about the CHDP Program to the applicant. The State-approved brochure about the CHDP Program "*Medical & Dental Health Check-Ups*" informs the family of where to call if:
 - 1) More information about CHDP Program services is wanted; or
 - 2) Help with getting an appointment and transportation to medical care is needed.
- b. Eligibility staff will document on the MC 321 HFP or Healthy Families Annual Eligibility Review (AER) Form, MC 210 Pilot Medi-Cal Redetermination form, LEADER CHDP screen or in the case record if any follow-up action is required.

NOTE: Any "Yes" response to the CHDP questions or mail-in applications requires a CHDP referral on the PM 357.

D. Information Documented on PM 357 - DPSS

A PM 357 is generated when any "Yes" response is given, written or verbal, to the offer of services. The following data is included on part A of the PM 357

1. Case Name and Medi-Cal Identification Number

1. Type of services requested

- a. Additional information
- b. Medical services
- c. Dental services
- d. Transportation assistance
- e. Appointment scheduling assistance

3. Case Type and Aid Codes:

County/City: City of Long Beach

Effective Dates: 2010-2012

- a. CalWORKs (Aid Code 30s' series)
 - b. Medi-Cal Only - Full Scope, Limited Scope with or without a Share-of-Cost (Aid Codes 80s' and 90-age appropriate)
4. Eligibility Authorization Date - date of eligibility determination;
 5. Effective Date - date of self-referrals and referrals initiated at eligibility re-determination;
 6. DPSS District Office Number and Name;
 7. DPSS District Office Phone Number;
 8. Eligibility Worker File Number. Worker signature is not possible with the computer generated PM 357;
 9. Payee Name and Address
 10. Payee Telephone Number or Contact Number for CalWORKs cases
 11. Primary Language
 12. County
 13. And for Each Family Member Shown on Face Sheet:
 - a. Person Number;
 - b. Name;
 - c. Sex;
 - d. Date of Birth (Expected delivery date for unborn);
 - e. Eligibility Status;
 - f. In Home (Y/N); and
 - g. Other Health Coverage
- E. Information Documented in Case Record - DPSS

The following additional required information is found in the case record, rather than on the PM 357:

County/City: City of Long Beach

Effective Dates: 2010-2012

- Source of Referral, whether New Application, Redetermination or Self-Referral.

- B. **Probation/DCFS:** Basic Informing and Documentation of Informing for Children in Foster Care Program Placements – Children’s Social Worker (CSW)/Deputy Probation Officer (DPO).

Following are the requirements for Basic Informing and Documentation of Informing by staff responsible for placement of children in foster care, including placements controlled by the Department of Children and Family Services and the Probation Department.

1. Within 30 days of each placement, the CSW/DPO will document the need for any known health, medical, or dental care and ensure that information is given to the payee, hereafter referred to as the out-of-home care provider, about the needs of the eligible person and the availability of CHDP services through the CHDP Program. In the case of an out-of-state placement, the CSW/DPO shall ensure information is given to the out-of-home care provider about the federal EPSDT services. The care provider and/or child will be:
 - a. Given a State-approved brochure about CHDP services and information about the child’s need of preventive health care; and
 - b. Given a face-to-face oral explanation about CHDP, including:
 - 1) The value of preventive health services and the differences between episodic and wellness care;
 - 2) The availability of health assessments according to the CHDP periodicity schedule, and how to obtain health assessments at more frequent intervals if no health assessment history is documented or the child has entered a new foster care placement;
 - 3) The availability of annual dental exams for children three years of age and older;
 - 4) The need for prompt diagnosis and treatment of suspected conditions to prevent disabilities and that all medically necessary diagnosis and treatment services will be paid for by Medi-Cal; and
 - 5) The nature, scope, and benefits of the CHDP program.
 - c. Asked questions to determine whether:
 - 1) More information about the CHDP Program is wanted; and
 - 2) CHDP medical and/or dental services are wanted; and

- 3) Appointment scheduling and/or transportation assistance is needed to obtain requested CHDP medical and/or dental services.
 2. The Child Welfare Services staff responsible for placement will document the care provider's response to the questions in the CHDP program area of the Identification Page in the Placement Notebook in the Placement Management Section in Client Services Application on the Child Welfare Services/Case Management System (CWS/CMS) to include the following:
 - a. Date care provider was informed of the CHDP program and brochure given; and
 - b. Care providers request for CHDP services.
- NOTE:** A "payee" referred to as the "out-of-home care provider" or "care provider", is defined as the foster parent(s) in a foster home, the officially designated representative of the payee when the child in the foster care program, or Medi-Cal eligible child residing in a group home, residential treatment center, or other out of home care facility.
3. DCFS staff responsible for the child in a foster care placement will complete annual informing of the care provider/child. They will include information about CHDP preventive health services, unmet health care needs requiring follow up, and a review of the child's access to a primary care provider according to the process outlined for initial informing in B.1 a-c; and will document the results of informing in the case plan update.
 4. The Probation Department staff responsible for placement will complete annual informing and the documentation of that informing according to the outline in B.1 and 3.
 5. Placement with a Relative/Return to Parent - DCFS/Probation
 - a. For placements with relatives, the same initial and annual informing procedures used in non-relative placements shall be followed.
 - b. Upon return of the child to the parent(s), the CSW/DPO will inform the parent(s) of CHDP services. Informing will include the provision of the State-approved CHDP brochure.

6. Children Placed Out-of-County - DCFS

For children placed out-of-county, DCFS gives the care provider a CHDP

informational package which includes the State-approved CHDP brochure.

C. Referral to the CHDP Program

1. All "yes" responses to the offers of more information about CHDP medical/dental services, and appointment scheduling/transportation assistance will be documented on a CHDP Referral Form (PM 357). The PM 357 will be sent to the CHDP Program. This action is required to ensure these services are received and that any necessary diagnostic and/or treatment services are initiated within 120 days of the date of eligibility determination for persons receiving assistance through CalWORKs or Medi-Cal, and within 120 days of the date of request for children in foster care placement.

2. Eligibility Worker

a. CalWORKs or Medi-Cal Referral

During the CalWORKs or Medi-Cal application/redetermination process, when the responsible adult requests either CHDP services or additional information about CHDP during the face-to-face interview or on the CalWORKs Application Form, the SAWS 2 (CalWORKs Redetermination Form), or the MC 210 (Medi-Cal Application/Redetermination Form), the EW initiates the PM 357. The referral is generated by entering a valid referral code on the LEADER CHDP screen.

b. Offer of Assistance with Appointment Scheduling and Transportation

During the CHDP referral process, the EW informs the applicant/participant that appointment scheduling and transportation assistance are available from CHDP. The applicant's/participant's response to the offer of these services is printed on the PM 357 under "Case Referred For":

c. CHDP Referrals for Unborns

When a participant requests aid for an unborn, the EW initiates a CHDP referral, unless the participant clearly refuses CHDP services.

3. CSW - Foster Care

In foster care cases, the CSW informs the foster care provider that CHDP medical and dental services are available to the placed child. "Yes" responses in foster care cases are not referred to the CHDP. The foster care provider is asked if appointment scheduling and transportation services are needed and the response is documented. If assistance is required for dental and/or medical services, the CSW provides the help. Instructions and information about CHDP resources are made available to the foster care providers to assist them to participate in the program.

Upon request of the CSW, the CHDP and DCFS PHNs assist the CSW to provide assistance to children's foster care givers who have asked for assistance in scheduling CHDP appointments or for transportation assistance.

4. DPO - Probation

At the time of placement the DPO will give the provider the CHDP brochure. The payees responsible for foster care children placed out-of-county will also receive the CHDP brochure in the initial placement packets mailed to them.

5. Managed Care Health Plan

In cases where Participants are enrolled in a Medi-Cal Managed Care Plan and request CHDP services, a PM 357 is initiated by the EW and referred to CHDP. When a Managed Care Plan is identified by the Participant, the name of the plan shall be noted on the referral form.

F. Case Management for Children in Foster Care

1. The staff responsible for placement of the child will ensure that the child receives medical and dental care which places attention on preventive health services through the CHDP Program, or equivalent preventive health services in accordance with the CHDP Program's schedule for periodic health and dental assessments. More frequent health assessments may be obtained for a child when the child enters a new placement. For example, if there is no record documenting a health assessment during their previous placement, if they are not performing age expected developmental skills, or if they have been moved to an area with a new provider, another health assessment may be claimed through CHDP by entering "*New Foster Care Placement*" in the Comments/Problems area of the Confidential Screening/Billing Report (PM 160).
2. The staff responsible for placement of the child will ensure that arrangements are made for necessary diagnosis and treatment of health conditions suspected or identified.
3. CHDP and DCFS PHNs assist the CSW or DPO to follow-up on cases referred to CHDP to assure children receive periodic assessments and any recommended treatment.
4. Medical and dental records including, but not limited to, copies of the CHDP Confidential Screening/Billing Reports (PM 160) or results of equivalent preventive health services for any child in foster care and for children in foster care over the age of three years, result(s) of dental visit(s) must also be maintained in the family reunification/services case record to verify health status of the child. The CHDP and DCFS PHNs obtain PM 160 forms on DCFS supervised children, provide follow-up

as appropriate, and forward the PM 160 to the assigned CSW for inclusion in the case record.

5. The case plan will ensure that the child receives medical and dental care through CHDP or equivalent preventive health services in accordance with the CHDP Program's schedule for periodic health and dental assessments.

V. CHDP Program Responsibilities and Activities for Referrals

- A. The CHDP Administrative Office is located at 3820 Cherry Avenue, Long Beach, CA 90807.
- B. The function of the CHDP staff is to contact all Medi-Cal eligibles referred from DPSS on the CHDP Referral Form, PM 357. The CHDP worker encourages the participant to utilize CHDP services, which consist of a health assessment at various ages and dental referral for children three years of age and older. All the activities and their outcomes are documented on the PM 357. Overall medical supervision is provided by the Program Director. The CHDP staff also performs additional activities to promote increased participation as assigned by the CHDP Director.
- C. The CHDP staff will accept and take appropriate action on all referrals of CalWORKS and Medi-Cal eligible persons under 21 years of age, including unborn, and will:
 1. Intensively inform those requesting more information and offer scheduling and transportation assistance to those who request CHDP medical and/or dental services.
 2. Provide all requested scheduling and/or transportation assistance so that medical and/or dental services can be received from a managed care plan or provider of the requester's choice. These services will be provided and diagnosis and treatment initiated within 120 days of the child's date of eligibility determination or re-determination, and within 120 days of a request if by self-referral or for children in Foster Care unless:
 - a. Eligibility is lost; or,
 - b. Child is lost to contact and a good faith effort was made to locate the child as defined in Section VII: or,
 - c. Failure to receive services was due to an action or decision of the family or child.

When the CHDP staff receives a phone call from a participant with family members enrolled in a Medi-Cal Managed Care plan, the CHDP staff refers the family to the Managed Care Plan.

3. Assure that families asking for health assessment procedures not furnished by their provider are referred to another provider for those procedures so that all requested CHDP services are received within 120 days of the initial request.

When the CHDP staff receives a phone call from a participant with family members enrolled in a Medi-Cal Managed Care plan, the CHDP staff refers the family to the Managed Care Plan. The CHDP staff also informs them that they must get the CHDP examination through their Managed Care Plan.

4. Follow up on families requesting appointment scheduling and transportation assistance to:
 - a. Re-offer scheduling and transportation assistance to those persons whose failure to keep appointments was not due to an action or decision of the family or child.
 - b. Offer and provide requested assistance to those for whom further diagnosis and treatment is indicated.

Those enrolled in a Medi-Cal Managed Care Plan are referred to their plan's member services for Screening and Transportation assistance.

- E. Notices of the need for a health assessment, with the offer of scheduling and transportation assistance, will be sent monthly to parents/caretakers of children for whom labels have been received from the State.

Labels with current addresses will be generated by the State CHDP Program on all children twenty-seven months of age or younger who are receiving Medi-Cal through the fee-for-service system, and

- Have a PM 160 on file, but have not had a PM 160 submitted for services given in the past five months; and

- Are still Medi-Cal eligible.

- F. The following will be documented on the CHDP Referral Form (PM 357) or an alternate, State-approved form for each eligible person listed:

1. Type of transportation assistance and date given.
2. Appointment scheduling assistance and date given
3. Date(s) of appointment(s) and name(s) of provider(s)
4. Confirmation of CHDP services:

a. Health assessment requires a PM 160 on file or provider certification of provision of service.

- b. Dental services require family, provider, or child verification.
- 5. Follow up to needed diagnosis and treatment:
 - a. Responses to offer of appointment scheduling and transportation assistance
 - b. Type of transportation assistance and date given
 - c. Date(s) of appointment(s) and name(s) of provider(s)
 - d. Confirmation of care - PM 161
- 6. Date appointment scheduling and/or transportation assistance was declined and by whom.
- 7. Disposition of case: appointment kept or not kept, eligibility lost, family declined further services, or family/person lost to contact and Good Faith Effort was made to locate the person as defined in Section VII.
- G. Dates periodic notice of appointments sent and any response received will be documented.
- H. A quarterly report will be submitted to the California Department of Health Services by the 15th day following the end of each quarter, showing the number of CalWORKs and the number of Medi-Cal participants requesting CHDP services.

VI. CHDP Program Responsibilities/Activities

- A. The CHDP "*Provider Roster*" is a listing of physicians in Long Beach approved by CHDP to administer CHDP examinations. The roster is used by CHDP staff at CHDP headquarters to refer applicants/recipients of fee-for-service Medi-Cal to a physician near their home. It is also used by DCFS and Probation staff to refer children to CHDP physicians. DCFS also distributes copies of the Provider Roster for their area when requested by foster parents. Families in Managed Care are referred to their Managed Care provider.
- B. The CHDP nursing/health education staff recruits physicians and dentists to make every effort to ensure that there is an adequate number to meet Long Beach's needs and federal regulations. Names of potential providers are also obtained from foster parents, current providers and Managed Care plans.
- C. An adequate supply of the following materials will be available to meet DPSS, DCFS, Probation staff and other county needs:
 - 1. State-approved informing brochure
 - 2. Current list of CHDP medical and dental providers

3. Other information material.

- D. In order to ensure a continued health care program for those children transferred from another county, Long Beach CHDP, Probation, DPSS and DCFS have agreed to work together to expedite the process. Upon receipt of a request for CHDP services by Long Beach CHDP from another county, a case clearance request (including a copy of the PM 160) is made to DPSS to determine the child's current address. A response is returned to Long Beach CHDP as quickly as possible. When a child moves to another county, the CHDP referral is forwarded to the appropriate county.

Out-of-county transfer referrals to Long Beach CHDP are routed for intensive informing.

When participants requesting services move out of Los Angeles County, the CHDP Deputy Director will make a referral to the appropriate County CHDP Director's office. This referral will consist of the PM 357 and a cover letter explaining the situation. Outcomes will be documented.

- E. When a foster child placed out-of-County receives a CHDP screening, that county forwards a copy of the PM 160 which is then forwarded to DCFS to be filed in the child's Medical History Folder.
- F. All recipients eligible for Title V services will be informed of the availability of these services and referred as requested.
- G. Public Health Nursing will accept referrals and provide services for intensive informing, follow-up to health assessment and for further diagnosis and treatment.

PHNs shall assist participants requiring diagnosis/treatment for problems identified on the PM 160 to assure that such services are given. Confirmation of care is documented by a PM 161.

The CHDP office staff will also assist foster parents who request help in locating providers for diagnostic and treatment services in collaboration with CHDP and DCFS PHNs, CSWs and DPOs.

The CHDP staff ensures that persons needing further diagnosis/treatment services are referred to a specialty provider.

VII. Joint Social Services/CHDP Services Responsibilities

A Good Faith effort is made at all times to locate all persons lost to contact. Long Beach CHDP, Probation, DPSS and DCFS will work jointly to obtain current addresses, telephone numbers and Medi-Cal status of these persons. The exchange of this confidential information is based on federal and state regulations.

VIII. Staff Education

- A. Within 90 days of employment, all new CalWORKs and Medi-Cal Eligibility Workers, Children's Social Workers and DCFS PHNs receive complete and adequate training from either the CHDP Health Education staff or the applicable County Department's Staff Development section regarding CHDP. The training explains their roles and responsibilities for informing participants about CHDP and referring them for services. It also incorporates any new federal and state regulations.
- B. Within 90 days of assignment, DPOs for placement of minors will have been instructed to inform providers of the CHDP program. The Placement DPOs will be informed, at the time of assignment that it is their responsibility for informing providers about CHDP program.
- C. Upon licensure and at renewal, foster parents and staff from group care homes, residential treatment centers, and other out-of-home care facilities will complete orientation by DCFS regarding the nature, scope, benefits, and availability of CHDP Program services.
- D. All appropriate Long Beach CHDP employees will receive orientation and an annual update regarding their respective programs by their supervisor or the designate.
- E. All placement staff will receive an annual update regarding the CHDP program.
- F. Ongoing Training

1. Long Beach CHDP Staff

Annual training is given to advise staff of regulatory changes, if any, and/or to respond to any identified need. Training needs are identified by continued Long Beach program monitoring, reports, meetings and training needs assessment tools. Subjects may include interpersonal communication skills, procedures and policies and the purpose/scope of the programs in terms of the value of preventive health care.

2. DPSS Staff

DPSS may use one of the following methods when disseminating information as training needs are identified:

- a. Eligibility Deputy Training - Training given to all Eligibility Deputies in one session conducted by program staff.
- b. DPSS District Office Training - Training given in each individual office by the Eligibility Deputy, designated District Trainer or DPSS Academy.

3. DCFS Staff

Training is held as a result of regulatory changes and/or quality control audits. When a need for training is identified, the training is done by DCFS Training Section staff. DCFS also conducts outreach training for foster parents on an as-needed basis.

4. Probation Staff

Central Placement Supervisors will be responsible for ensuring that Placement DPOs are well-informed of the CHDP program and are aware of their roles and responsibilities as it relates to the CHDP program. Regional Placement will ensure the Supervision of DPOs are well-informed of CHDP program and are aware of their roles and responsibilities as it relates to the CHDP program.

IX. Management Information and Program Evaluation

The following information will be compiled and shared between departments:

A. Statistics and Information

1. CHDP

a. Information

A Provider Roster, sorted by ZIP Code, shall be provided quarterly to the DPSS, DCFS and Probation Department designees for appropriate dissemination as required by their respective agencies.

b. Statistical Reports

- 1) An annual report of the number of health/dental assessments is prepared by CDHS and distributed to the County CHDP Program. The Director shall provide DPSS Medi-Cal Program Division with a copy of the report.
- 2) Examples of children helped through the CHDP Program are submitted annually with the CHDP Program Plan. A copy of these examples will be distributed to DPSS.

B. Program Evaluation

1. CHDP Staff

CHDP staff will continue conducting ongoing reviews of the CHDP Unit as well as nursing follow-up components to identify compliance levels in accordance with program regulations and plans.

2. Joint CHDP, DPSS, DCFS, Probation Committee

A committee representing DPSS, DCFS, Probation and CHDP administrative staff will meet on an as-needed basis to evaluate compliance with the Interagency Agreement and to plan appropriate corrective action if indicated.

3. CHDP Advisory Board

The departments agree that the City of Long Beach Board of Health, the official Advisory Board to the CHDP Program for City of Long Beach, shall periodically review the progress of the program. A semiannual activity update report is prepared by the CHDP Director or designee with input from all program components and submitted to the Advisory Board for their approval.

X. Compliance Certification

In signing this agreement, we hereby certify that the CHDP Program in our community will meet the compliance requirements and standards pertaining to our respective departments contained in the following:

A. Enabling legislation of the CHDP Program.

Reference: Health and Safety Code Sections 124025 through 124110 and Section 24165.3.

B. CHDP program regulations that implement, interpret, or make specific the enabling legislation.

Reference: California Code of Regulations, Title 17, Sections 6800 through 6874.

C. Medi-Cal regulations pertaining to the availability and reimbursement of EPSDT services through the CHDP Program.

Reference: California Code of Regulations, Title 22, Sections 51304(c), 51340, and 51532.

D. Regulations defining county Social Services Department responsibilities for meeting CHDP/EPSDT program requirements:

1. Social Services Regulations

Reference:

a. Staff Development and Training Standards--Manual of Policies and Procedures (MPP) Sections: 14-530, 14-610.

b. Civil Rights-MPP Sections: 21-101, 21-107, 21-115.

- c. Eligibility and Assistance Standards--MPP Sections: 40-107(f), 40-131.3(k), 40-181.211, 45-201.5.
- d. Child Welfare Services Program Standards--MPP Sections: 31-002(c) (8), 31-075.3(h) (1), 31-075.3(h) (2), 31-205.18, 31-206.35, 31-206.351, 31-206.352, 31-206.36, 31-206.361, 31-206.362, 31-206.42, 31-206.421, 31-206.422, 31-330.111, 31-401.4, 31-401.41, 31-401.412, 31-401.413, 31-405.1(f), 31-405.1(g), 31-405.1(g) (1).
- e. Intra and interagency relations and agreements - Chapter 29-405 and Chapter 29-410.

2. Medi-Cal Regulations

Reference:

- a. California Code of Regulations, Title 22, Sections: 50031, 50157(a), (d), (e), (f), and 50184(b).
 - b. Other Title 22 regulations governing DSS programs regarding adoptions and referring parents to community services, including CHDP Pre-placement Advisement, California Code of Regulations, Title 22, Section 35094.2 and Advisement of Parents Whose Child has not been Removed from Parent's Care, Section 35129.1.
- E. Current interpretive releases by State Health Services and Social Services Departments:
- a. Children's Medical Services (CMS) Branch/CHDP Program Letters and Information Notices--Health Services.
 - b. All-County Letters--Social Services.
 - c. Joint letters--Health Services and Social Services.
 - d. CMS Branch/California Children Services Numbered Letters pertaining to the CHDP Program--Health Services.

XI. Confidentiality

- 1. Each party shall maintain the confidentiality of all records and information, including, but not limited to, DPSS, Long Beach provider participant records and information, in accordance with Federal, and State laws, ordinances, regulations, statutes and directives relating to confidentiality as defined in Welfare and Institutions Code (W&IC) Section 10850 and 45 CFR Section 205.50 (a) to protect the applicants and recipients against identification, exploitation or embarrassment that could result from the release of information identifying them as having applied for or having received

public assistance. These regulations pertain to all records, papers, files and communications pertaining to the social service programs administered or supervised by the California Department of Social Services and the Long Beach Department of Health and Human Services. The Long Beach Department of Health and Human Services will use the information provided by the signatory agencies for the sole purpose of administering services in the CHDP program to assure compliance with federal and state regulations.


2. Each party shall inform all of its officers, employees, agents, and subcontractors providing services hereunder of the confidentiality provisions of this contract.
3. Under applicable law, including, but not limited to W&IC 10850, all of the case records and information pertaining to individuals receiving public assistance are confidential and no records or information related to any individual case or cases shall be in any way disclosed to anyone except those employees of DPSS or their designees.

XII. Civil Rights

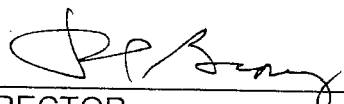
The parties shall abide by the provisions of Title VI and Title VII of the Federal Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1975, the Food Stamp Act of 1977, the Americans with Disabilities Act of 1990, WIC Section 10000, California Department of Social Services Manual of Policies and Procedures, Division 21, and other applicable Federal and State laws to ensure that the delivery of Social Service Programs are nondiscriminatory. Under this requirement the providers of services shall not discriminate on the basis of race, color, national origin, ancestry, political affiliation, religion, marital status, sex, age or disability.

This Interagency Agreement is in effect from July 1, 2010 through June 30, 2012 unless revised by mutual agreement.


NOTE: *In the event that the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193) or any other changes in federal or state legislation impact the current Interagency Agreement, the hereby mentioned agree to renegotiate the pertinent section within 90 days of receiving new language or instructions from the State.*


Assistant City Manager
CITY MANAGER EXECUTED PURSUANT
City of Long Beach TO SECTION 301 OF
THE CITY CHARTER.


3.5.10
Date


DIRECTOR
LA Co Department of Public Social Services

4-12-10
Date


DIRECTOR
LA Co Department of Children and Family Services

6-23-10
Date


CHIEF PROBATION OFFICER
LA Co Probation Department

5-5-10
Date

APPROVED AS TO FORM

2/18, 20 10
ROBERT E. SHANNON, City Attorney

By 
LINDA TRANG
DEPUTY CITY ATTORNEY

INTERAGENCY AGREEMENT BETWEEN
THE CITY OF LONG BEACH
AND THE LOS ANGELES COUNTY DEPARTMENTS OF
PUBLIC SOCIAL SERVICES,
CHILDREN AND FAMILY SERVICES, AND PROBATION FOR
CHILD HEALTH AND DISABILITY PREVENTION PROGRAM SERVICES

ATTACHMENTS

A. Organizational Charts

1. CHDP
2. DPSS
3. DCFS
4. Probation

B. Functional Charts

5. DPSS Flow Chart
6. DCFS Flow Chart
7. Probation Flow Chart

A. Organizational Charts

Ron Arias, Director
Long Beach Department of Health and Human Services

Nettie De Augustine, Manager
Bureau of Preventive Health

Nani Blyleven
Administrative Analyst III

PAM SHAW
NURSING SERVICES OFFICER

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Supervising Public Health Nurse
Clinic Services
Ext. 84004

Kathy Ouchi, PHN III
CLPPP Program Coordinator
Ext. 4203

Mary Harvey, PHN II
Senior Links
Ext. 83555

Public Health Nursing
Pandemic Flu Planning

Mary Wright, PHN II
Immunization Program Coordinator
Ext. 84212

Perinatal Hepatitis B Program

Immunization Registry

Flu Clinic

Anthony Ly, PHA III
Medi-Cal/Healthy Families Outreach
MCO
Collaborative Coordinator
Ext. 87975

The Children's Clinic
Outreach, Enrollment, and Retention Staff

Westside Neighborhood Clinic
Outreach, Enrollment, and Retention Staff

Marie VanderLaan, PHN III
Child Health Disability Prevention
Administration program Deputy Director
Ext. 87940

Rosemarie Flocken
Children Dental Disease Prevention
Program Coordinator
Ext. 87907

Terri Nikoletic
Supervising Public Health Nurse
Maternal, Child & Adolescent Health Director
Ext. 84272

Maternal Child Health
Access & Outreach

Karen Prochnow, PHN II
Perinatal Services Coordinator
Ext. 84209

Gwen Manning, PHA III
African-American Infant Health
Coordinator
Ext. 84481

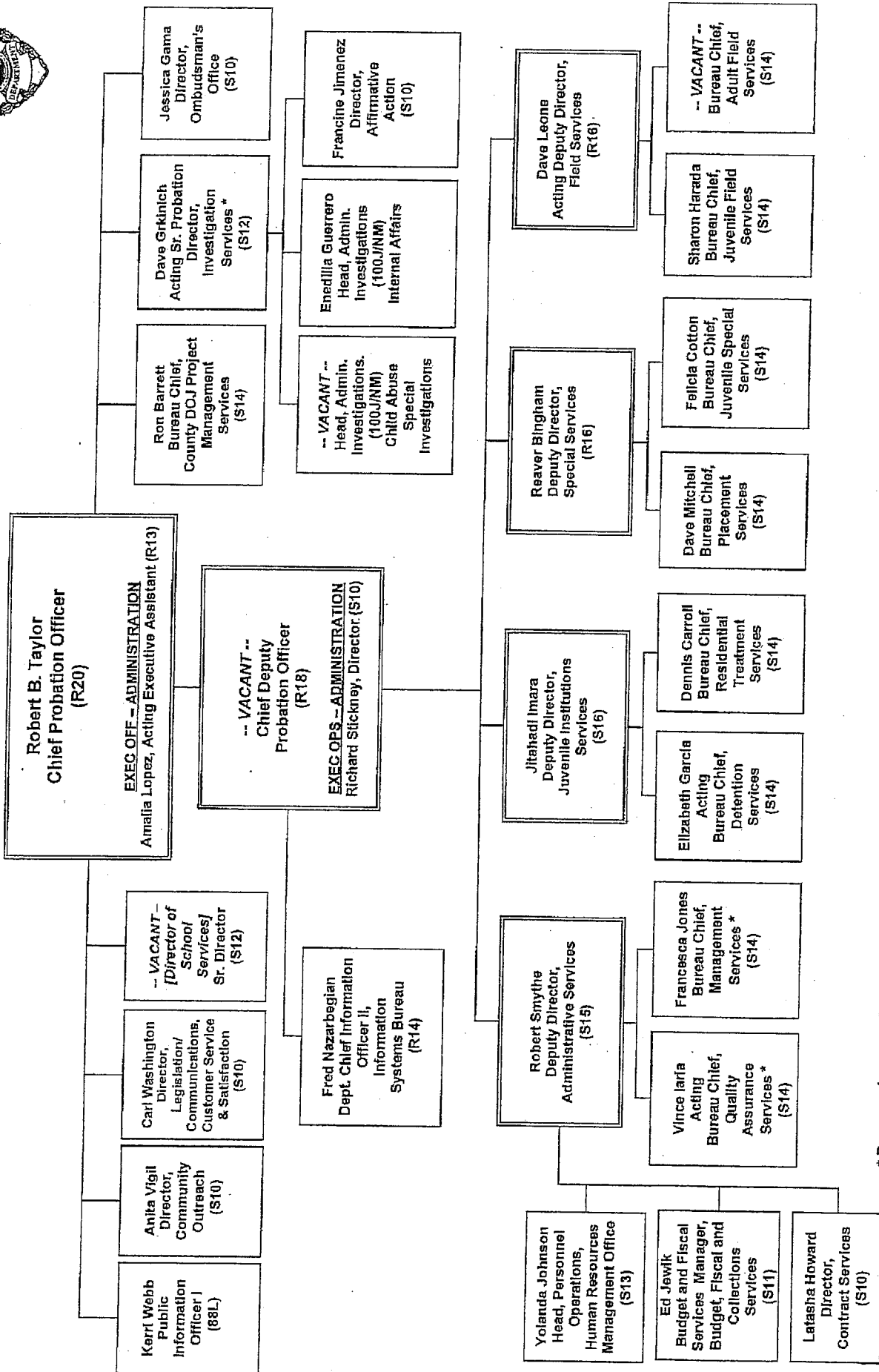
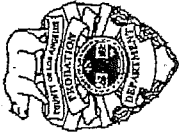
Alisia Mejia, PHN III
Team Leader
Public Health Nursing Field Services
Ext. 84202

Janine O'Hara PHN II
Danielle Sees, PHN II
Health Care Program For Children in
Foster Care
Ext. 84250

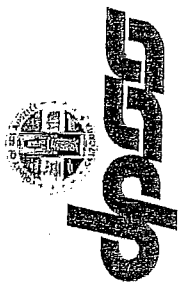
Janine O'Hara, PHN II
SIDS Coordinator
Ext. 84250

Yolanda Salomon-Lopez, PHA III
Best Babies Collaborative
Coordinator

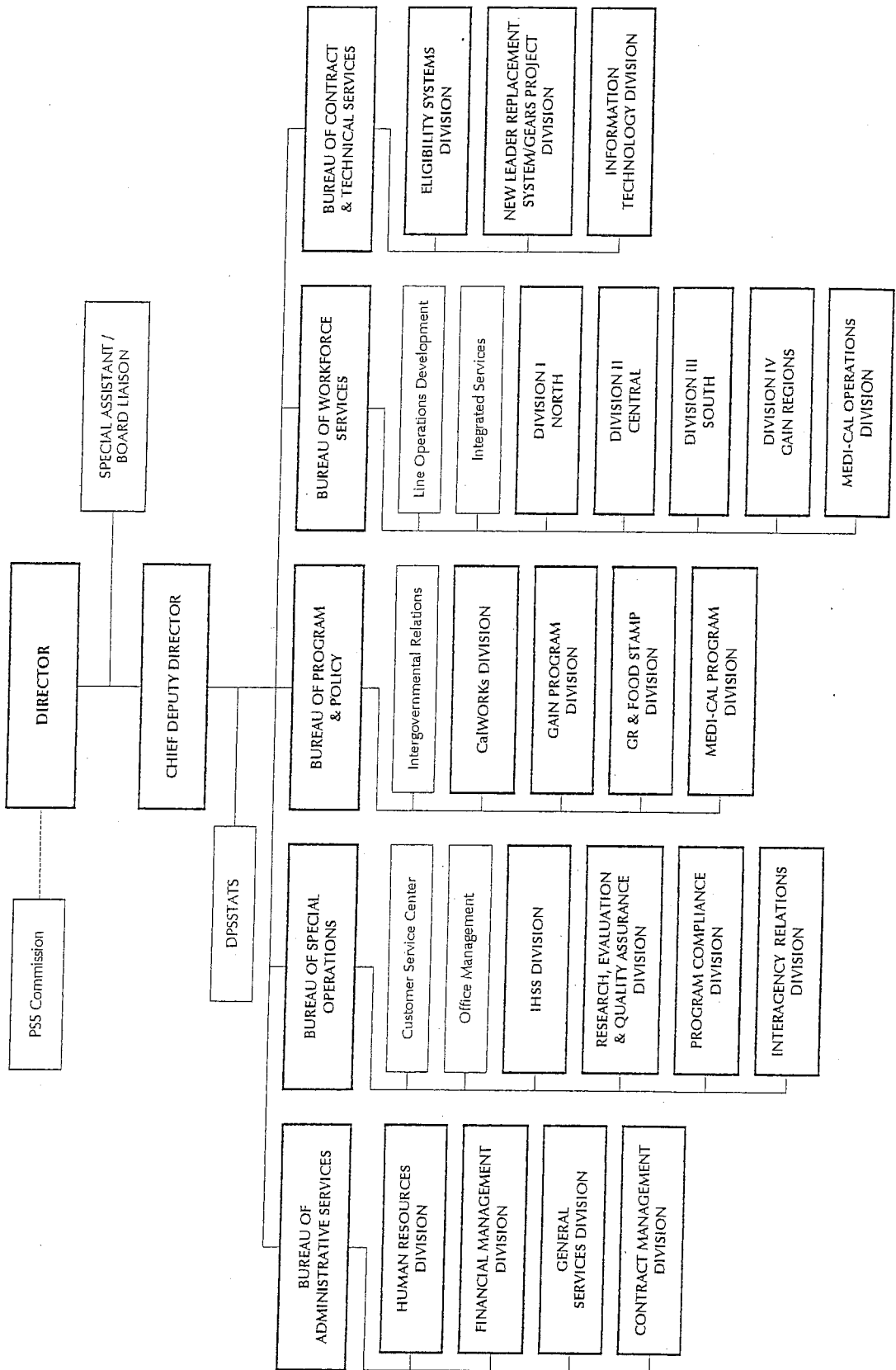
**PROBATION DEPARTMENT
FY 2009-10 ORGANIZATIONAL STRUCTURE
EXECUTIVE OFFICE / EXECUTIVE OPERATIONS**



* Proposed reorganization of Investigation Services, Quality Assurance Services, and Management Services; pending CEO's review and approval.

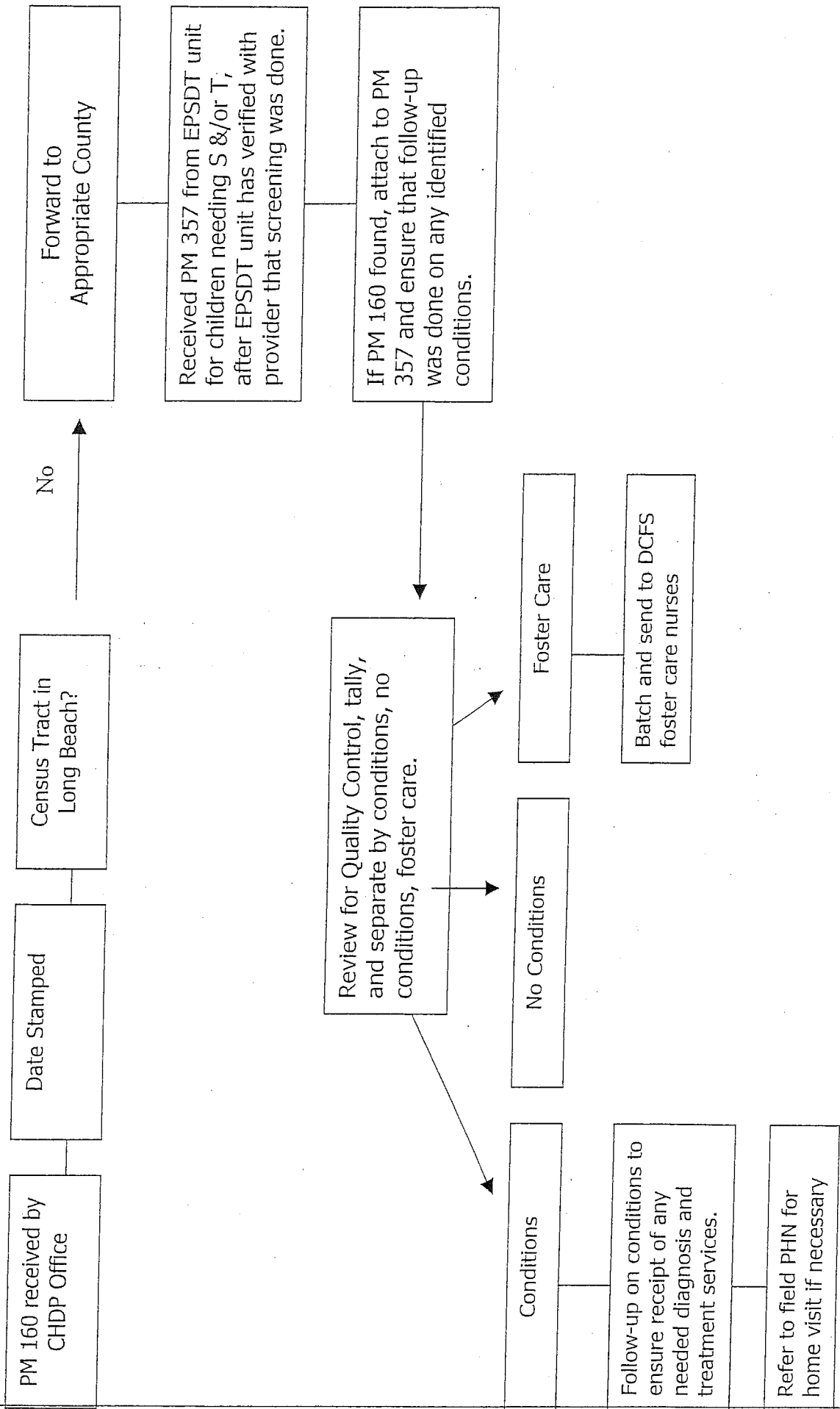


LOS ANGELES COUNTY
DEPARTMENT OF PUBLIC SOCIAL SERVICES
 PHILIP L. BROWNING, DIRECTOR
 Fiscal Year 2009-10

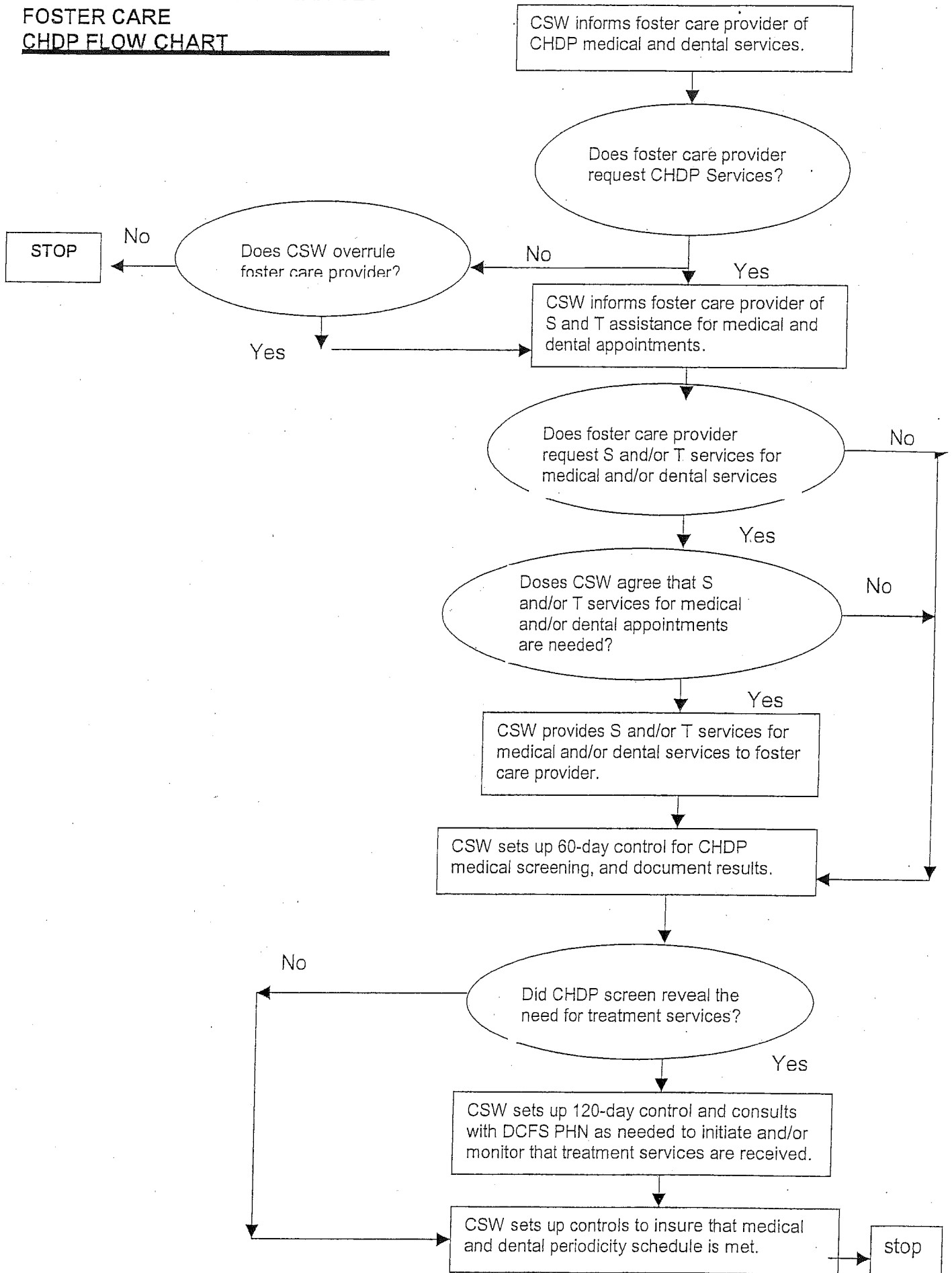


B. Functional Charts

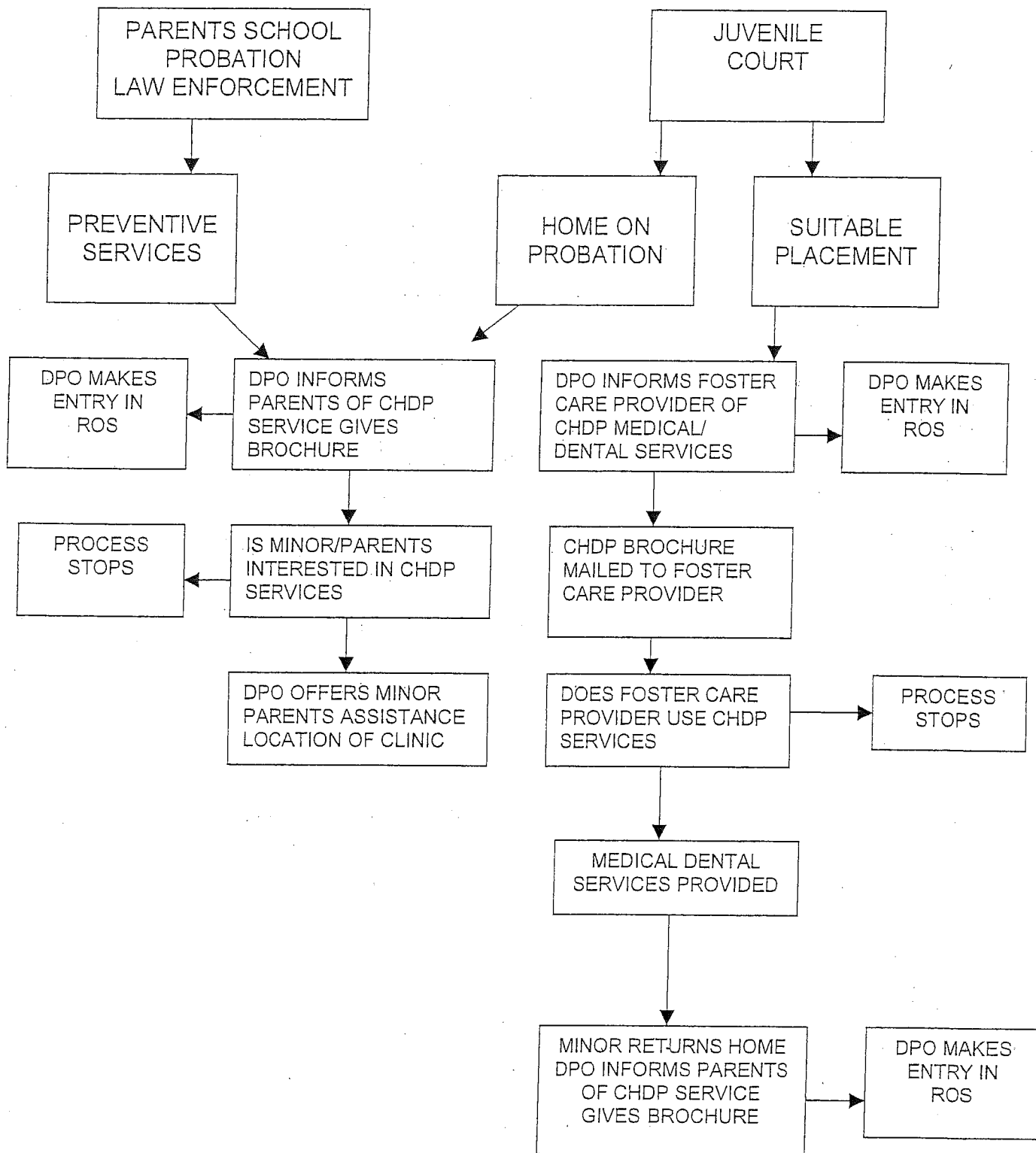
Long Beach CHDP Follow-up Flow Chart For Post-Screening Activities



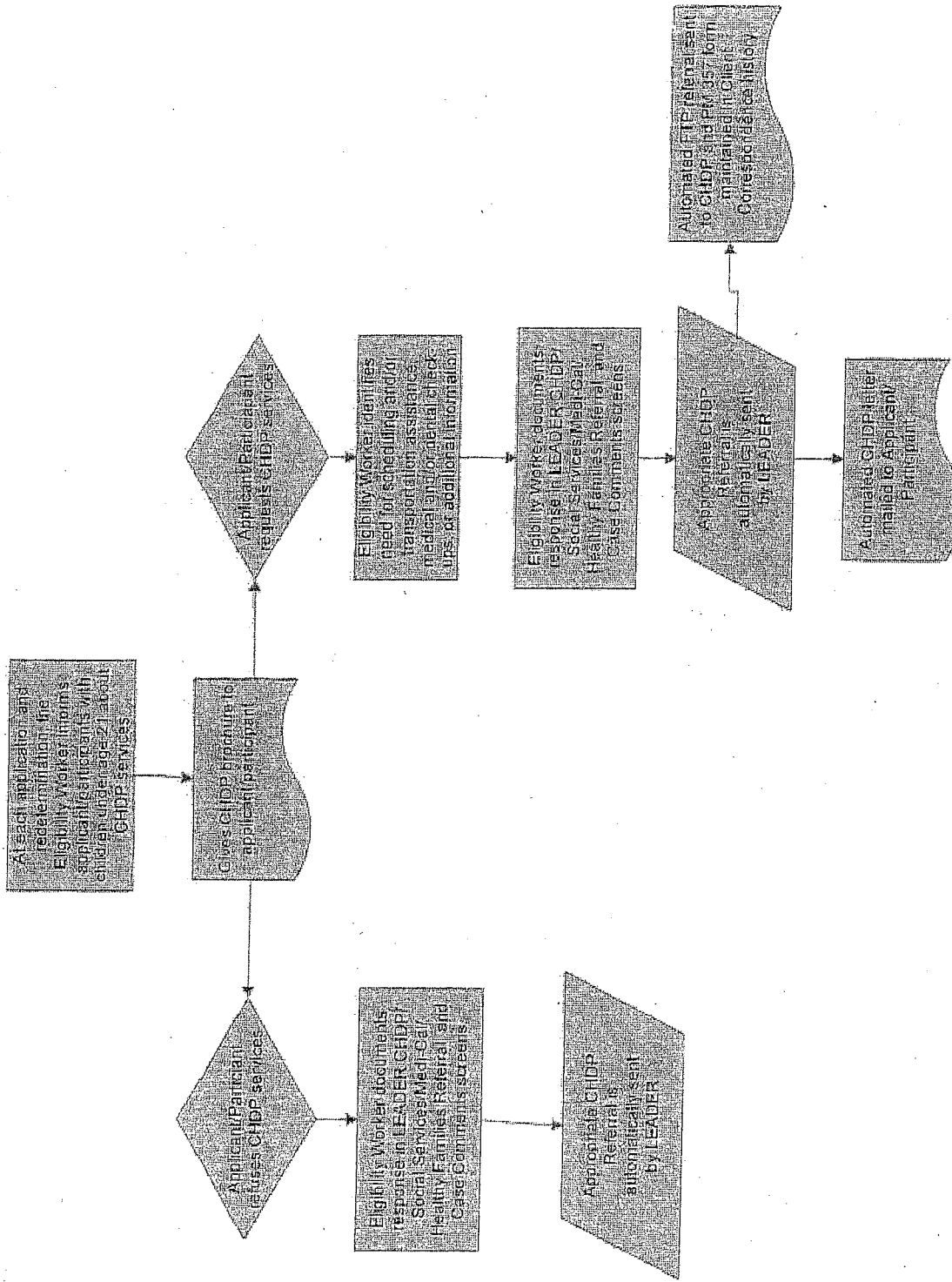
**DEPARTMENT OF
CHILDREN AND FAMILY SERVICES
FOSTER CARE
CHDP FLOW CHART**



PROBATION DEPARTMENT CHDP FLOW CHART



DPSS CHDP Flow Chart



DPSS INCOME MAINTENANCE
CHDP FLOW CHART

