



# Chesterfield-Colonial Heights Children's Services Act



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9501 Lucy Corr Circle Chesterfield, VA 23832

Phone 804-717-6114

## Family Assessment Planning Team

A Family Assessment Planning Team, or FAPT, is a group of community partners that develop a community-based plan that builds on families' strengths and needs for services. The request for a meeting must come from a Chesterfield County or city of Colonial Heights youth-serving agency.

A meeting typically is requested when the unique needs of a child and family cannot be met through existing community resources and agency services.

## Who will be at the FAPT meeting?

It is important that you and your child, if appropriate, attend the FAPT meeting as critical members of the team. The Children's Services office will work to set the meeting at a time that is convenient for you.

Other FAPT meeting participants usually include community partners such as representatives from community mental health, social services, public schools, court services and private providers of services for youths and families. There is also a volunteer parent representative on the team; however, some teams have vacancies for that role. You are also encouraged to invite others you consider a support and advocate for your family.

## Who is eligible?

Services under CSA may be available to a child who meets at least one of the following criteria:

- Has documented emotional or behavioral problems
- Is currently receiving services with a Chesterfield County or City of Colonial Heights agency and has needs that are beyond the agency's normal services
- Needs special education through a private school program as directed by an Individualized Education Plan (IEP)
- Receives foster care services
- Receives services to prevent foster care placements, including parental agreements
- Is under supervision of the Juvenile and Domestic Relations Court, or Domestic Relations Court

Eligibility requirements are determined by education, juvenile justice and social services laws and by the local Community Policy Management Team (CPMT).

To find out if your child is eligible, contact the CSA Administrator for Chesterfield and Colonial Heights, Kristi Schabo, at (804)768-7387 or [SchaboK@chesterfield.gov](mailto:SchaboK@chesterfield.gov).

## **What happens at a FAPT meeting?**

A FAPT meeting is scheduled after a referral is made to the CSA Administrator by a county or city agency employee.

- The referring case manager will notify the family of the FAPT meeting date in a timely manner.
- The family will be asked to give written consent to share information with the team.
- The family and the team will develop a plan for services that provides support for the child and family and addresses their unique needs.
- The family is encouraged to actively take part in the meeting discussion and the decisions about services needed.
- The family will review and approve the service plan.
- Once approved, the plan is signed and services can begin as soon as possible.
- A family may disagree with the service plan and may ask for a review by the CPMT. This request must be made in writing to the CPMT chair within 10 working days after the meeting.
- A family may be required to make a co-payment for services. Co-payments are not required for services specified in a special education IEP.
- Special provisions will be made, if needed, for a family to participate in the FAPT meetings. The CSA office must be notified as soon as possible if special accommodations such as language interpreter or an alternative meeting site due to a physical disability must be made.

## **What is CSA?**

The Children's Services Act is a Virginia law designed to help at-risk youths and families by creating a collaborative system of high-quality, child-centered, family focused community-based services. Partners in this effort include state and local agencies, parents and private providers. CSA is managed locally to meet the needs specific to our community.

## **What is CPMT?**

The Community Policy and Management Team, or CPMT, provides oversight and monitors the CSA program. Members are representatives from both public and private youth-serving agencies in Chesterfield County and Colonial Heights. The chair is James Worsley, deputy county administrator, Human Services, [WorsleyJ@chesterfield.gov](mailto:WorsleyJ@chesterfield.gov) @chesterfield.gov.

## **Contact Children's Services**

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***"Putting Families First"***