



HANOVER FAPT

An informational guide for Parent Referrals

An initial request to FAPT may be made to the CSA Office from the Hanover Juvenile & Domestic Relations Court, a county agency or by a parent/custodian. Families of children with severe emotional/behavioral problems who are seeking services are not required to petition the Court to obtain these services. FAPT can make a "CHINS determination" when a child meets the statutory definition of a "child in need of services" (Va. Code § 16.1-228). If you want to determine if your child is eligible for CSA services or to gather recommendations for your child's challenging behaviors, the following steps outline the application process.

HOW DO I REFER MY CHILD TO FAPT?

STEP 1: COMPLETE THE APPLICATION PACKET. *The packet can be obtained from the CSA Office or online at www.hanovercounty.gov/.*

WHAT INFORMATION IS IN THE PACKET?

- Consent to Release** information
- The **FAPT Application**, which covers the following topics:
 - General Information (i.e. demographics, address, insurance information, child's current school)
 - Current and Prior Services (i.e. types of services, providers, dates of service, attached copies of evaluations)
 - Eligibility Questions: You will answer four questions about your child's emotional and behavioral challenges (Ex. "Does the child have emotional or behavior problems that are significantly disabling and are present in several community settings, such as at home, in school or with peers?")

Please be thorough when completing the FAPT Application. This provides FAPT with the information needed to determine if your child meets the definition of CHINS and is eligible for CSA funding. More importantly, this information will help the team develop a service plan and make recommendations.
- The **Family Income Worksheet** is used to determine the parental co-payment in the event your child is determined to be eligible to receive CSA funded services.

STEP 2: SUBMIT THE PACKET TO CSA. *The CSA Coordinator will contact you within five (5) days to review the information you submitted and schedule a FAPT.*

STEP 3: ATTEND FAPT.

- ✓ Plan to arrive a few minutes early.
 - ✓ You are invited to bring someone who will be a support to you (i.e. a family friend, relative or parent support).
 - ✓ Be prepared to discuss your family resources such as insurance and what treatment services it may cover.
 - ✓ Be prepared to provide talk about your child's strengths & challenges.
 - ✓ Ask for explanations of unfamiliar words and phrases.
- ✓ Remember every question you have should be asked and answered. There are no "silly" questions.

WHAT YOU NEED TO KNOW...

- Prior to the use of CSA funds, all other resources/ insurance must be utilized.
- Many services have eligibility criteria.
- Team members who participate in FAPT want to help you & your family. They will ask questions for the benefit of your child & family to identify *strengths* & needs.
- A copy of the FAPT notes will be provided to you.

FAPT will determine one the following outcomes at the meeting:

NOT ELIGIBLE

Not sufficient facts to determine the child meets all of the CHINS criteria. FAPT will assist in identifying available community resources to meet the needs of your child and family.

CHINS ELIGIBLE

Sufficient facts that the child meets all of the CHINS criteria. After a child is determined to be a CHINS, a service plan will be developed and a Case Manager will be assigned to help implement the services approved by FAPT. A follow-up FAPT meeting will be scheduled to review and assess services.

OTHER

1. FAPT may refer you to another county agency if your child can best be served through a different process. OR
2. FAPT may request an independent clinical evaluation of the child and family to identify their needs and strengths. A follow-up FAPT will be scheduled to review the information gathered in the assessment.

Service plans and recommendations developed by FAPT will strive to fulfill the mission of Hanover CSA: to guide and manage a collaborative system of services and funding that is **child-centered, family-focused and community-based** for children and their families.