

## Family Centered Engagement (FCE) Hard Card

*Family Centered Engagement (FCE) meetings are a facilitated team process that includes participation from parents, extended family, children/youth, services providers, child welfare staff, and juvenile court staff to make critical decisions regarding the safety and well-being of the child/youth to achieve the safest and least restrictive outcomes that are in the best interest of the child/youth.*

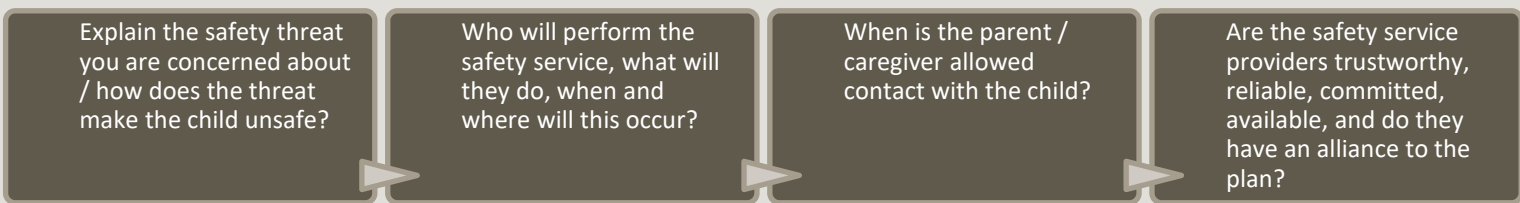
	FRONT END	DUAL STATUS YOUTH (DSY) NOT IN FOSTER CARE
<b>GOAL</b>	<b>Divert child(ren) from entering foster care</b>	<b>Maintain youth in the home and divert from future citations, court action, and entering foster care</b>
<b>WHO TO REFER</b>	<ul style="list-style-type: none"> <li>✓ Child in the home with a present danger or safety plan in place;</li> <li>✓ Child out of the home per the present danger plan (i.e., emergency removal/TCO and prior to shelter care hearing; staying with kin/fictive kin or at a shelter care program); OR</li> <li>✓ At any time during CPS assessment or case management when present or impending danger is identified AND child removal is possible.</li> </ul> <p><b>NOTE:</b> DSY may be Front End if meets any of the above criteria.</p>	<ul style="list-style-type: none"> <li>✓ Youth with active involvement in either child welfare or juvenile justice and involvement in the other system within the past year; OR</li> <li>✓ Youth with active involvement in both systems.</li> </ul> <p><b>NOTE:</b> FCE referral is required the first time the youth is identified as DSY.</p>
<b>WHEN TO REFER</b>	Immediately (emergency removal/TCO) OR as soon as present or impending danger has been identified AND child removal is possible.	Within 7 calendar days of identification as DSY or as soon as appropriate.
<b>WHO COMPLETES &amp; SUBMITS REFERRAL</b>	Human Service Zone (HSZ) staff complete and submit the referral.	Agency staff with the most recent case action will complete & submit referral for an FCE unless one agency already has an established working relationship with family. You must work collaboratively to complete the FCE referral.
<b>ACTIONS BEFORE THE MEETING</b>	<ul style="list-style-type: none"> <li>• Have a clear understanding why family was referred for an FCE meeting;</li> <li>• Review the family's history and/or current involvement within child welfare system/juvenile court;</li> <li>• If DSY, HSZ staff and Juvenile court staff MUST communicate and collaborate; AND</li> <li>• Prepare to share identified present danger and impending danger threats (including options for managing the threats), any non-negotiables, any legal requirements regarding family members as potential placement options (if an out-of-home safety plan), available resources/supports.</li> </ul>	
<b>WHAT HAPPENS AT THE MEETING</b>	<ul style="list-style-type: none"> <li>• A neutral FCE Facilitator prepares for and conducts the meeting; AND</li> <li>• HSZ staff and Juvenile Court staff attend as team members and share information they prepared.</li> </ul>	
<b>KEY DECISIONS DURING THE MEETING</b>	<ul style="list-style-type: none"> <li>• When a Present Danger Plan is in place, whether the plan needs to be extended and/or updated.</li> <li>• Whether an in-home or out-of-home safety plan is required:                             <ul style="list-style-type: none"> <li>○ If in-home, any safety services necessary (who, when, how often, how will be monitored, etc.); OR</li> <li>○ If out-of-home, where/with whom and terms of family interaction plan (this includes parents who refuse to pick up youth from detention).</li> </ul> </li> <li>• Prevention plan (for educational neglect, home conditions, and other similar situations).</li> </ul>	
<b>WHAT HAPPENS AFTER THE MEETING</b>	<ul style="list-style-type: none"> <li>• When the child is identified as DSY, agency with the open case will monitor the family/plan, schedule and facilitate a follow up meeting within 30 days of initial FCE meeting (may utilize CFTM) and should be completed collaboratively by both the HSZ and Juvenile Court.</li> <li>• When applicable, <b>CPS Workers</b> proceed per policy including completion of the assessment, management/update of the Present Danger Plan and/or Safety Plan per the FCE meeting decisions, etc.</li> <li>• When applicable, <b>Case Managers</b> proceed per policy including PCFA/PCPA, management/update of the Present Danger Plan (when a present danger threat occurs during the course of case management services)and/or Safety Plan, per the FCE meeting decisions, etc.</li> <li>• <b>Juvenile Court Worker and HSZ staff</b> continue to collaborate as necessary per case circumstances and the plan</li> <li>• <b>DSY only:</b> If not already completed, <b>Juvenile Court Workers</b> will flag the youth as DSY within the CMS database and the associated Odyssey case when there is an active order for probation supervision and/or custody order to another agency.</li> </ul>	

	DUAL STATUS YOUTH (DSY) IN FOSTER CARE	
<b>GOAL</b>	<b>Maintain youth in the current placement, avoid placement disruption and/or further court action</b>	
<b>WHO TO REFER</b>	<ul style="list-style-type: none"> <li>✓ Youth with active involvement in child welfare and involvement in the juvenile justice system within the past year, OR</li> <li>✓ Youth with active involvement in both systems.</li> </ul>	
<b>WHEN TO REFER</b>	Within 7 calendar days of identification as a DSY or as soon as appropriate.	
<b>WHO COMPLETES &amp; SUBMITS REFERRAL</b>	Agency staff with the most recent case action will complete & submit referral for FCE unless one agency already has an established working relationship with family. Both agencies must work collaboratively to complete the FCE referral.	
<b>ACTIONS BEFORE THE MEETING</b>	<ul style="list-style-type: none"> <li>• Have a clear understanding why family was referred for an FCE meeting;</li> <li>• Review the family's history and/or current involvement within child welfare system/juvenile court;</li> <li>• Gather placement information to include length, stability, and alternate caregiver (should be invited to the meeting);</li> <li>• If DSY, HSZ staff and Juvenile court staff MUST communicate and collaborate; AND</li> <li>• Prepare to share identified present danger and impending danger threats (including options for managing the threats), any non-negotiables, &amp; any legal requirements should circumstances necessitate a change in placement, available resources/supports.</li> </ul>	
<b>WHAT HAPPENS AT THE MEETING</b>	<ul style="list-style-type: none"> <li>• A neutral FCE Facilitator prepares for and conducts the meeting; AND</li> <li>• HSZ staff and Juvenile Court staff attend as team members and share information they prepared.</li> </ul>	
<b>KEY DECISIONS DURING THE MEETING</b>	<ul style="list-style-type: none"> <li>• Whether youth can remain in current placement.</li> <li>• If placement change is necessary, what is the timeline, plan for new placement location/setting, and who is responsible for what.</li> <li>• Whether further court action is necessary related to placement, citations, etc.</li> </ul>	
<b>WHAT HAPPENS AFTER THE MEETING</b>	<ul style="list-style-type: none"> <li>• Agency with open case will monitor plan and schedule follow up meeting within 30 days of initial FCE (may utilize a CFTM).</li> <li>• If not already completed, <b>Juvenile Court Workers</b> will flag the youth as DSY within the CMS database and the associated Odyssey case when there is an active order for probation supervision and/or custody order to another agency. When applicable, <b>Case Managers</b> proceed per policy including PCFA/PCPA, management/update of the Safety Plan, etc.</li> <li>• When applicable, <b>CPS Workers</b> proceed per policy including completion of assessment, management/update of Safety Plan, etc.</li> </ul>	

## SAFETY SERVICES TO CONTROL PRESENT OR IMPENDING DANGER

<p><b>BEHAVIOR MANAGEMENT</b> <i>(Action that controls for parental behavior)</i></p>	<p>Supervision and Monitoring – involve others to monitor parent behavior, child condition and the home setting <i>(i.e., domestic violence advocate check ins, home visitors, recovery coach visits and calls, etc.)</i></p> <p>Stress Reduction – Identifying what is causing the stress that precipitates danger and doing something to limit the stressors <i>(i.e., homework tutor, laundromat services, respite care, restraining order, etc.)</i></p> <p>Services that limit or regulate the parent behavior / monitor and seek to influence parental behavior that required the safety plan <i>(i.e., toxicology testing, home visits, weekly review of the in-home safety plan with the parent/caregiver, etc.)</i></p>
<p><b>CRISIS MANAGEMENT</b></p>	<p>Bring a halt to the crisis and Mobilize problem solving <i>(i.e., willing, able, and available family or friends who can respond quickly to control danger so that in-home safety plan can continue, Mobile-Crisis Unit, etc.)</i></p>
<p><b>SOCIAL CONNECTIONS</b> <i>(Action that reduces isolation and provides social support)</i></p>	<p>Friendly Visiting <i>(i.e., check ins by formal and informal supports, etc.)</i></p> <p>Basic Parenting Assistance <i>(i.e., parent aides focusing on parental education of child development and essential parenting skills, formal and informal providers coming into the home to perform / role model parenting duties such as bedtime, hygiene, and mealtime routines, etc.)</i></p> <p>Supervision / Monitoring as a Social Connection / Routine Conversations <i>(i.e., routine in-home contacts that promote caregiver's achievements of safety services – case manager, early intervention, recovery coach, in home therapist, etc.)</i></p> <p>Social Networking - organizing, creating, developing a social network <i>(i.e., visits, calls, texts from formal and informal contact such as friends and family, support groups, faith-based organizations, neighbors; the contact used is focused and purposeful focused on safety threat, etc.)</i></p>
<p><b>RESOURCE SUPPORT</b> <i>(Shortage of family resource threatens child safety)</i></p>	<p>Safety Permanency Funds <i>(i.e., housing and utility assistance, food, clothing, home cleaning services, etc.)</i></p> <p>Parent Aide Services <i>(i.e., teaching / modeling appropriate parenting skills such as discipline, home/family organization, nutrition, budgeting, personal care, etc.)</i></p> <p>Medical, Mental and Behavioral Intervention <i>(i.e., emergency medical care, blood sugar checks, medication management, in home health care, etc.)</i></p>
<p><b>SEPARATION</b> <i>(Member of the home leaves)</i></p>	<p>Planned Absence from the Home / Planned Activities <i>(make sure to complete a background check before for approving, consider using Safety Perm Funds if no other options are available)</i></p> <p>Respite Care / Childcare / After School Care <i>(pre-planned arrangement with a licensed provider, include weekends, school holidays, and summer vacation)</i></p> <p>Child Placement w/ alternate caregiver known to child <i>(safe and suitable)</i></p>

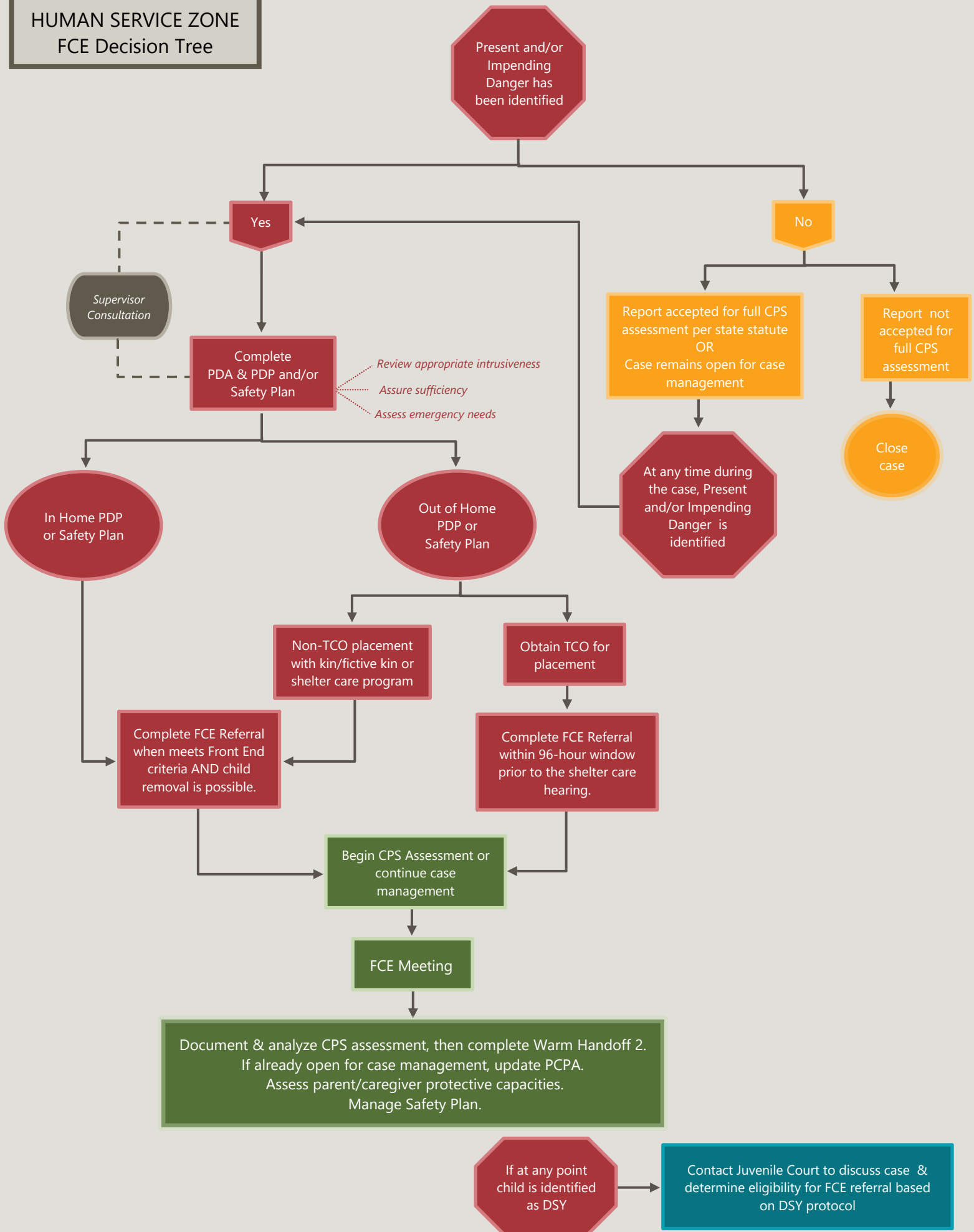
## SAFETY SERVICE CONSIDERATIONS

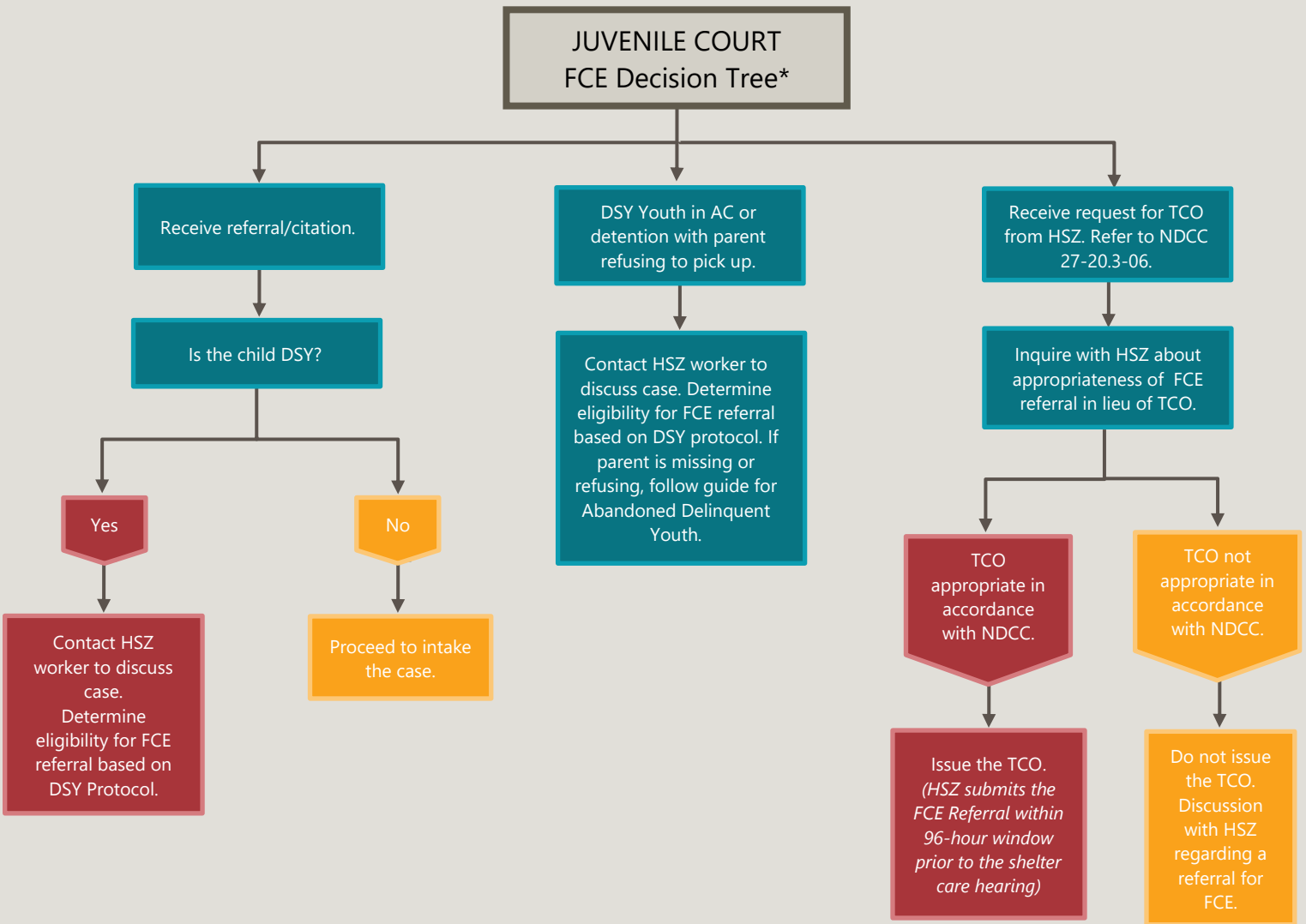


## 8 QUALITIES OF SUFFICIENT SAFETY PLANS

Safety services and responses are available now	Uses "control" services not "change" services	Start by identifying the impending danger then plan	The plan begins immediately
Least intrusive to sufficiently control the danger	Safety plan needs to cover the critical times of the day and circumstances	Sufficient frequency and duration so that it can control the threat	Does not rely on a caregiver to stop behaviors or act differently

**HUMAN SERVICE ZONE  
FCE Decision Tree**





\*Juvenile Court follows the NDCC and is subject to best practice.