



Moving Your Collaborative Forward

Indiana Child Welfare Leadership and Community Mental Health Centers Joint Meeting
Bloomington, IN
September 24, 2016

This document provides concrete activities to assist in furthering and building your collaborative. It can be used as part of the Roundtable Discussions. It is ideal for team members to be seated by region so that region-specific workplans can be developed.

Three activities based on the *Three Rs of Collaboration* are provided for each of the regionally based workgroups. A state level workplan can be developed from each of the regionally based workplans.

- I. Relationships: Developing Your Governance Structure. Developing a Governance Structure is critical to the success of collaborative practice and policy.
- II. Results: Identifying Data for Effective Planning. Data collection is an important part of the process for identifying families in need of services and fulfilling that need. Various systems must share different data elements to improve outcomes for families affected by substance use.
- III. Resources: Identifying and Implementing Key Strategies. Identifying concrete strategies after an assessment of each partners' values and prioritization of identified issues are necessary for the development and implementation of a region-specific workplan.

Instructions are provided for each activity in the following. Approximately 20 minutes will be required for each activity, with about 15 minutes each to prepare the workgroups and for a report-out by each group.



I) **Developing your Governance Structure:** Developing a Governance Structure is critical to the success of collaborative practice and policy. Identifying ongoing meetings are necessary to ensure implementation.

Team members are to identify the appropriate individual or individuals to fulfill the below described roles. Assignment should be based on the function of each role and each individual's level of oversight and key areas of responsibility.

Governance Structure			
	Oversight Committee	Core Team	Work Group
Primary Function:	Ensures long-term sustainability and final approval of practice and policy changes	Remove barriers to ensure program success and achieve project's goals	Provide technical expertise on specific products/topics
Membership: Identify potential members and write down names in the empty boxes	Director level:	Management level:	Key stakeholders with specific knowledge/expertise:
Suggested Meeting Times: Identify potential meeting dates/times and list in the blank boxes	Quarterly	Monthly or Bi-Weekly	Monthly or as needed



II) Identifying Data for Effective Planning: Data collection is an important part of the process for identifying families in need of services and fulfilling that need. Various systems must share different data elements to improve outcomes for families affected by substance use.

Team members are to identify the data source (e.g. which system and point person) for the below listed data elements. In your group discuss where these data elements can come from and what systems need to collaborate data sharing.

Data Needed for Effective Planning		
What Type of Data to Collect	Data Source (e.g. which system)	Point Person (e.g. data person from relevant system)
Number of Infants with Prenatal Exposure		
Number of Infants with whom a notification to CPS is made		
Number of Infants with a Plan of Safe Care		
Number of parents referred, entered and engaged in treatment		
Number of cases affected by parental substance use disorders		



III) Identifying and Implementing Key Strategies: The following table summarizes *Seven Common Ingredients and Strategies of Collaborative Practice*. Team members are to prioritize collaborative strategies and issues for implementation.

Key Components and Considerations		
<i>Seven Common Ingredients and Strategies of Collaborative Practice</i>	Rate Level of Priority (based on a Scale of 1-7, with 1 indicating the highest level of priority)	Describe Next Steps (potential next steps for each ingredient/strategy are provided in the following in italics)
System of Identifying Families		<p>Potential Next Step:</p> <ul style="list-style-type: none"> • <i>Develop a cross-systems mission statement related to improving outcomes for infants prenatally exposed to substances.</i> • <i>Explore protocols related to the child welfare response to reports involving prenatal substance exposure</i> • <i>Explore protocols related to when a child protective services report is made regarding substance use during pregnancy or in the birth of an infant who has been prenatally exposed.</i> • <i>Explore protocols related to identification (e.g. screening and assessment) – are these protocols universal or selective?</i>

<p>Early Access to Assessment and Treatment Services</p>		<p>Potential Next Step:</p> <ul style="list-style-type: none"> • <i>Develop and implement training materials on substance use treatment and recovery.</i> • <i>Explore protocols related to how parents are referred to and engaged in to treatment.</i> • <i>Explore whether data systems capture treatment referral, access and engagement.</i>
<p>Increased Management of Recovery Services and Compliance</p>		<p>Potential Next Step:</p> <ul style="list-style-type: none"> • <i>Explore program strategies such as Substance Abuse Specialists/ Recovery Support Specialists, and intensive case management.</i>

<p>Improved Family-Centered Services and Repair of Parent-Child Relationships</p>		<p>Potential Next Step:</p> <ul style="list-style-type: none"> • <i>Explore what family-centered services are available. Does a range (e.g. parent-child attachment, parenting skills, etc.) of parent-child focused services exist?</i>
<p>Increased Judicial and Administrative Oversight</p>		<p>Potential Next Step:</p> <ul style="list-style-type: none"> • <i>Explore strategies such as more frequent and informal administrative hearings and Team Decision Making opportunities.</i>

<p>Responses to Participant Behavior (Contingency Management)</p>		<p><i>Potential Next Step:</i></p> <ul style="list-style-type: none"> • <i>Explore protocols related to monitoring of case and treatment plans.</i>
<p>Collaborative Approach Across Service Systems and Courts</p>		<p><i>Potential Next Step:</i></p> <ul style="list-style-type: none"> • <i>Explore what MOUs, communication protocols, and data sharing agreements, etc. exist to facilitate communication between the systems and/or are necessary to develop and implement.</i>