June 2019

The Vision

News and updates from and about the Kentucky Department for Community Based Services
Eric T. Clark, Commissioner

From the Commissioner

Gov. Matt Bevin ceremonially signs HB 158, which includes the Foster Youth Bill of Rights, into law at the Capitol on June 5.

This month, we celebrate a special commemoration for current and former foster youth. I was fortunate to join our partners from the Voices of the Commonwealth (VOC) – Cameron Galloway and Christopher Hagans, sponsor Rep. David Meade, CHFS Secretary Adam Meier and other advocates at the Capitol as Gov. Matt Bevin ceremonially signed HB 158 – which includes the Foster Youth Bill of Rights and aligns our state statutes with the federal Family First Prevention Services Act (FFPSA) – into law. Hearing from Rep. Meade, Cameron and Gov. Bevin that day about what helping foster youth means to them made it an even more special moment.

In regard to the new Foster Youth Bill of Rights, there are now 16 rights that are going to be codified in the Kentucky Revised Statutes. These rights to food, clothing, shelter, an education, are something that our department has never taken for granted, but have only been embedded in our daily standards of practice. We felt it was time to elevate these and codify these in statute through an act of the Kentucky General Assembly. Now, our foster youth have one statute to see their rights. Getting to this point was a collaborative process. We are so thankful to our foster youth, like those from the VOC and our Transition Aged Youth Workgroup, who have come alongside us and advised us.

While we have been transforming our child welfare services in Kentucky for the past year, the federal government has begun the process to reform child welfare services across the nation with the FFPSA. This act changes how child welfare agencies can respond to critical incidents. It is a shame that for far too long, child welfare agencies have been reactive. It takes something bad happening in a child's life or in a family's home for our agencies to become involved. And we now recognize that we need to put more resources on the front end of our continuum to prevent bad outcomes from happening. Identifying risks and safety concerns earlier and wrapping community resources around families and children can prevent them from ever engaging in the maze of the child welfare system. We are excited to be early implementers and instigate this policy by this October while most other states have opted to wait until October 2021. We have decided to be good stewards, and with support of Gov. and First Lady Bevin leading the charge, our state will be the nation's gold standard of child welfare.

Given the name of the law -- "Family First" – it's obvious that all of us in DCBS play a part in supporting birth families and helping to prevent more children from going into care. It takes support from our administrative and training staff, resources and service from family support team members and of course the expertise and experience of our protection and permanency staff. As October gets closer, we'll all be learning more about the Family First Act and how we can work together with each other, providers and families to create better outcomes for families.

Child Care

- The Administration for Children and Families (ACF) will be conducting a federal monitoring visit to review Kentucky's compliance with the Child Care and Development Fund Block Grant (CCBG) Nov. 5-7. ACF will spend two days meeting with central office staff, contracted partners, and one day visiting field staff.
- The W.K. Kellogg grant for expanding home-based childcare in Kentucky has moved towards the implementation phase.
  - Three pilot projects have been awarded up to $30,000 to move forward with region-specific activities to increase access to early care and education within family child care. Two other pilot projects are working diligently on refining their plans and working with local partners to increase community collaboration so that their work can begin shortly.
  - The Division of Child Care (DCC) has been working closely with national resources to assist in providing the most current research-driven technical assistance to all programs.
  - DCC will be offering a Train the Trainer Course to credentialed trainers across the state on strategic business practices for child care providers on June 3rd through the 4th. DCC will continue engaging our pilot partners with Strategic Family Child Care Network Strategies training on June 5.
  - The DCC Program Coordinator will be traveling to Orlando, Florida, in June to speak at the National Association of Family Child Care on the innovative projects that Kentucky has been working on for Family Child Care.
  - The next advisory meeting will be held as a learning webinar on the logic models and supports from the Build Initiative on Family Child Care Networks.
- As of May 24, 2019, 43,561 child care staff member background checks have been initiated, and 36,480 background checks have been completed through the National Background Check Program.
- The Kentucky All STARS Program is at 47% of participating programs at a high quality All STARS rating level (3-5).
- All STARS staff continue with consistent statewide communications about starting All STARS renewals in the year 2020 early. The All STARS program has already seen an influx of early renewal submissions in the past month due to this.
- Kentucky All STARS staff completed the first training module that will help both new hires and current staff in regards to consistency about communication and work processes.
- The DCBS-Division of Child Care continues to dedicate staffing resources to the Preschool Development Grant activities as administered by the Governor's Office of Early Childhood.
- 922 KAR 2:160&E, governing the Child Care Assistance Program (CCAP), were filed Dec. 1 effecting reimbursement rate increases for child care providers among other policy initiatives supported by new federal discretionary funding. New CCAP reimbursement rates were available on Dec. 1. Effective June 28, new technical eligibility rules have been added to include applicants who are enrolled full-time in a trade school, college, university, or GED program or participating in the SNAP Employment and Training Program, support educational and training pursuits of low-income parents. Public comments were received on the proposed administrative regulation. The administrative regulations were approved by the first legislative oversight committee with adoption of the ordinary administrative regulation anticipated on May 31.

Protection and Permanency: Adult Services

- DCBS, the Ombudsman's Office, and the Office of Legal Services (OLS) continue to partner to improve administrative hearing and final order processes for the Caregiver Misconduct Registry and the criteria for Adult Protective Services (APS) intake and substantiations. This month, DCBS and OLS met to examine applicable definitions in an attempt to clarify interpretations of abuse, neglect, and exploitation in a proposed amendment to administrative regulation, 922 KAR 5:070.
- On May 15, 2019, at the request of Salt River Trail regional staff, the Adult Protection Branch presented a refresher intake and investigation training to regional APS staff.
- On May 22, 2019, the Adult Protection Branch and OLS presented information on the Caregiver Misconduct Registry to the Service Region Associates (SRA) at the monthly SRA meeting.
- On May 22, 2019, the Adult Protection Branch participated in a workgroup meeting that collaborated with other organizational units in the cabinet to discuss the Caregiver Misconduct Registry.
- The Adult Protection Branch continues to participate with the Working Interdisciplinary Networks of Guardianship Stakeholders (WINGS) meetings. On May 16, branch staff attended the stakeholder meeting and branch staff continue to chair the Education, Outreach & Advocacy Subcommittee (EO&A).

Protection and Permanency: Child Welfare

- The Child Welfare Transformation -
  - Evaluation of CWT strategies has begun by identifying key data and performance measurements respective to each workgroup.
  - The annual report summarizing the work completed and implementation of strategies to date will be released in June.
  - The workgroups' structure and focus are under review as phase II planning is in progress. A strategic planning meeting was held May 28 among DCBS leadership, workgroup leads, and was facilitated by Eastern Kentucky University.

Executive Staff Advisor and Child Welfare Transformation lead Jennifer Warren helps prepare for the recorded interviews on child welfare innovations for a future podcast of the Children's Bureau's Child Welfare Capacity Building Collaborative.

- On May 17, Commissioner Clark, the Child Welfare Transformation Executive Advisor, the Family First Prevention Services Executive Advisor, and the President of the Voices of the Commonwealth were interviewed for a podcast series highlighting innovative child welfare work in various states. Kentucky will be a highlighted state and will be featured in the fall of 2019 as part of the series.
- A "Kentucky Courts and Child Welfare Collaborative" meeting was held on May 30 with DCBS leadership, Administrative Office of the Courts (AOC) staff and a representation of judges throughout the state. The agenda included presentations on the Family First Prevention Services Act of 2018 (FFPSA), relative service array, the Utilization and Review (U&R) process, Culture of Safety, and differential response.

Protection and Permanency: Child Welfare

- From the Workforce Supports Workgroup -
  - The Culture of Safety implementation continues and planning is underway to begin training supervisors and front line social workers in the nine service regions.
  - The Field Training Specialist mentor program is currently under development by Eastern Kentucky University with a goal of implementation in late summer or early fall 2019.
  - A staff recruitment video is currently under development and will be published online. The intent of the video is to highlight the opportunities of working for the department and the rewarding experiences of working with families and children.
- From the Prevention Supports Workgroup -
  - Chapin Hall continues to provide expertise and consultation for the state's FFPSA implementation. Extensive work and data analysis is underway to inform the state's prevention plan and readiness activities.
  - The business process mapping (BPM) activity resourced through Casey Family Programs was completed. The first draft is under review for inputs. The BPM will assist in necessary updates to the Standards of Practice and agency policy.
  - The Evidenced Based Practice (EBP) Subcommittee has convened to discuss the results of the provider readiness assessment and the EBP's currently offered by providers in Kentucky to inform the states FFPSA five-year prevention plan. This subcommittee is composed of representatives from DCBS and behavior health with clinical expertise in the area of substance and mental health.
  - Kentucky's provider readiness survey results have continued to be refined by Chapin Hall and were presented to DCBS leadership this month. The survey participation encompassed a wide array of community providers. Participants in the survey responded regarding their readiness to implement evidence based practices (EBPs) and comply with qualified residential treatment programs (QRTP) requirements of FFPSA. These results will be shared at the FFPSA regional convenings as well as at the next statewide Private Child Caring and Private Child Placing (PCC/PCP) meeting. The results show that Kentucky's provider network has a strong EBP capacity for mental health and substance abuse services. Additionally, responses from Kentucky's residential providers for children in Out Of Home Care (OOHC) demonstrated many strengths related to meeting the requirements of QRTP as well as some areas of need. DCBS staff will be working with Chapin Hall to distribute individual report cards to residential providers giving specific feedback on their readiness to be designated as a QRTP and provide support as needed for smooth implementation in October.
- From the Permanency Workgroups -
  - The Culture of Permanency trainings are scheduled to begin in the nine services regions in June and July 2019. Casey Family Programs are partnering with Walker Cares consultants to develop the curriculum which also includes a Training of Trainers (TOT) component. The goal of this training is refresh current staff on the permanency values of the agency, build capacity for ongoing training and education in the service regions, and to update the current curriculum for new staff who will be trained during their initial academy classes.
- From the Foster Care and Adoption Workgroup -
  - The Division of Protection and Permanency (DPP) sent a statewide survey to all current DCBS foster and adoptive parents using the newly launched Gov.Delivery list serv. There have been approximately 800 responses to date, and the results from that survey are pending. To recap, the survey was distributed on behalf of the University of Kentucky Center on Trauma Children to identify the experiences of stress, burnout, and satisfaction related to being a foster parent.
- From the Relative Placement Supports Workgroup -
  - Frontline staff are receiving Kinship Navigator training through June in support of the new service array for relative and fictive kin caregivers.
  - Federal approval of the 2019 Kinship Navigator grant is pending.

Protection and Permanency: Child Welfare

- From the Fiscal Modernization Workgroup -
  - The final meeting of the House Bill 1 study group on privatization is scheduled for June 20. Since January, the study group convened six times and undertook discussions with panel experts from various states and an extensive review of literature. Chapin Hall facilitated the workgroups, and the study group recommendations are currently under development to be ready for review and finalizations for a timely submission by July 1.
  - Phase II activities will also include a review of existing contracts to examine opportunities for to leverage different funding sources.
  - Public Consulting Group, Inc. is working diligently to complete the Readiness Assessment Report. This document will contain the results of the readiness assessment, the methodology used to perform the assessment, and findings from the data collection activities. The report will be final by June 24, 2019.

  - There has been a second request for providers that did not complete the de-coupling readiness assessment to go back and submit answers so that DCBS has an accurate portrayal of the provider's ability to implement de-coupling. There are still 12 providers who have not participated in the assessment.
- From the Transition Aged Youth Workgroup -
  - The new Independent Living (IL) curriculum, LYFT, will be launched in June 2019 with a celebratory kick-off and news release to detail the newly redesigned IL program.
  - The newly created online portal for youth KY RISE (Resources for Independence Success and Empowerment) is scheduled to launch in June 2019 as part of the new Independent Living Program.
  - To expand the department's capacity to communicate to transition aged youth, Gov.Delivery was launched in May 2019, with over 280 youth reached with its first release. The list serve will allow the department to communicate using text messaging and email.
- Additional FFPSA Implementation -
  - DCBS staff met with Department for Medicaid Services (DMS) leadership this month to discuss potential Medicaid codes for the QRPT requirements of an initial assessment and six months of aftercare supports by the QRTP. DMS staff advised they would provide two codes to cover the service provision of these requirements.
  - Planning for the FFPSA regional convenings in each of the nine DCBS service regions continued this month as well. Regional sponsors and hosts were identified for each region. All regional convenings will be held in June and July. Kentucky Youth Advocates (KYA) shared a social media blog post regarding the events, and CHFS shared a media release as well.
  - Consultative calls with Casey Family Programs and Chapin Hall regarding the Child and Adolescent Needs and Strengths (CANS) tool continued in effort to finalize planning. An algorithm was discussed as an option to facilitate smooth implementation of the QRTP assessments required under FFPSA. DCBS continued planning with the Children's Review Program (CRP) as they will be the independent party completing the QRTPS assessments. CRP plans to submit their proposal for a contract expansion to encompass this work the first week of June.
  - Bi-weekly check-in calls with Public Consulting Group (PCG) and bi-weekly meetings with TWIST database staff continued to ensure proper systems capacities are present for the initial FFPSA Title IV-E claim set for January 2020.

Protection and Permanency: Child Welfare

- Additional FFPSA Implementation -
  - The FFPSA Executive Advisor participated in a radio interview with Western Kentucky University regarding the FFPSA regional convenings and an overview of FFPSA. The information was included in a newscast soundbite and in an online story on May 28.
  - DCBS staff and Chapin Hall met with leadership from the Office of Health and Data Analytics (OHDA) to discuss the evaluation of FFPSA service implementation. OHDA leadership has expressed the desire and ability to support DCBS in ensuring that the federal requirements of a rigorous evaluation strategy for FFPSA are fully met.
  - The DCBS Deputy Commissioner, Chief of Staff, Director of the Division of Administration and Financial Management, and the FFPSA Executive Advisor participated in a day and ½ convening of states electing to implement FFPSA early hosted by Casey Family Programs.
  - The Executive Advisor for FFPSA implementation, as a state representative selected by the Public Consulting Group, Inc., presented at the American Public Human Services Association's National Health and Human Services Summit.
- Sobriety Treatment and Recovery Teams (START) expansion efforts are under way in Boone and Campbell counties with hiring of family mentors and training of staff. START leadership held a presentation for Northeastern regional leadership in May on Improving Child Welfare Outcomes for Families Impacted by Opioids with Medication Assisted Treatment.
- DCBS is continuing to work with OATS to develop a new website for KAPE, Kentucky Adoption Profile Exchange, formerly SNAP-Special Needs Adoption Program, in effort to improve recruitment of qualified adoptive homes for children without an identified adoptive home. Another conference call was held in April to discuss technology solutions for adoption inquiries submitted directly through the site.
- Community Collaborations for Children is planning to expand Parent Engagement Meetings (PEM) to a third county, and second rural county is expected to begin in July. PEMs garnered national attention at the CBCAP grantee meeting PEM presentation in April 2019 and through a recent journal article published in the Child and Adolescent Social Work Journal.
- A Family Preservation proposal from Children's Home of Northern Kentucky (CHNKY) is currently under review for CHNKY to provide Family Preservation services in three northern Kentucky counties, in addition to the Family Preservation services already being provided there. This action would assist in eliminating waitlists and meeting service provision needs.
- KSTEP expansion is progressing as expected and without issue.
- DCBS continues to partner with the Capacity Building Center for the States to work on the development of the next Child and Family Services State Plan (CFSP) for 2020-2024. Stakeholder involvement and development activities will continue until submission of the plan. The state plan will be due by June 30.
- The Performance Improvement Plan (PIP) to address findings from the federal Child and Family Services Review conducted in July 2016 was approved on April 1 by the Children's Bureau. PIP monitoring will continue for three years from the approval date. The PIP safety workgroup has finalized selection of a national safety model to implement and work with the vendor will begin in the fall of 2019. The model will guide practice through all phases of casework.
- The Child Protection and Adult Protection Branches will be conducting refresher trainings with two regional centralized intake teams in the next few weeks per their requests.
- The Child Protection Branch will present "DCBS Response to Substance Affected Infants" at the upcoming 32nd Annual Kentucky Perinatal Association Educational Conference at Lake Cumberland State Park.
- Registration and interviews for Fostering Success are in progress for 2019, the fourth year of the program. There are currently a record number of 150 young people registered for the program and approximately 79 employers committed across the state to be a worksite provider. Young people will continue to work in the cabinet; however, a new registration process is being employed this year to help identify the youth's interest and expand in the private sector. In addition, this year, young people will be paired with a job coach who will provide professional development and career planning support.

Protection and Permanency: Child Welfare

- DCBS continues to work with OATS on the implementation of NEICE. NEICE will streamline the process for interstate placement of children. Interstate requests will be submitted electronically. NEICE is expected to deploy June 2019.
- There are currently 52 youth decertified in acute psychiatric or PRTF settings for whom DCBS is actively seeking placement. This shows a reduction from the start of the year.
- Public comments were received on 922 KAR 1:140, Foster care and adoption permanency services; 922 KAR 1:305, Licensure of child-caring facilities and child-placing agencies; 922 KAR 1:400, Supportive services; and 922 KAR 1:565, Service array for a relative or fictive kin caregiver. 922 KAR 1:565 is a new proposed administrative regulation containing the service and legal options for relative or fictive kin caregivers. Conforming amendments were made to 922 KAR 1:140 and 1:400 and the licensure fee was included in 922 KAR 1:305. Agency responses and Amended After Comments versions were filed on March 15, 2019. The administrative regulations were approved by the first legislative oversight committee with adoption of the ordinary administrative regulation anticipated on May 31.
- Emergency amendments were filed for 922 KAR 1:310, Standards for child-placing agencies; 922 KAR 1:350, Requirements for public child welfare agency foster parents, adoptive parents, and respite care providers; and 922 KAR 1:495, Training requirements for foster parents, adoptive parents, and respite care providers for children in the custody of the cabinet. These amendments were filed and effective immediately on April 1, 2019. The amendments incorporate new federal model standards for foster homes and establish a new foster home type referred to as “child specific foster homes,” which are designed for relative or fictive kin caregiver placements. The amendments include lessened requirements, a per diem, and a waiver review process for the new child specific foster home type. These amendments are in the public comment period through the end of May.
- An amendment to 922 KAR 1:510, Authorization for disclosure of protection and permanency records, was filed on May 15th to condense three forms incorporated for requesting Protection and Permanency records into one form. The amendment includes email and fax as alternatives for submitting the record request form and requires a copy of a photo ID submitted with the record request for identification verification. Other updates were necessary for compliance with KRS Chapter 13A. The proposed amendment is in the public comment period through June.
- DCBS secured the months of September and October for child welfare presentations to be provided to the Interim Joint Committee on Health and Welfare and Family Services.

Family Support

- The administration of the Supplemental Nutrition Assistance Program (SNAP) - Employment and Training Program (E&T) is transitioning to providers of the Kentucky Works Program (KWP) for work-eligible cash assistance recipients. In doing so, there will be 80+ access points as opposed to the 40 locations previously. Training for the new providers will take place next month, and the new staff are gaining access to the KEE-Suite System in early June. The transition officially takes place on July 1.
- Kentucky Integrated Health Insurance Premium Payment (KI-HIPP) Program launched on May 6 and has 44 participants thus far. KI-HIPP is a program that helps eligible Medicaid members pay for the costs of an Employer-Sponsored Insurance (ESI) through current or past employment.

Family Support

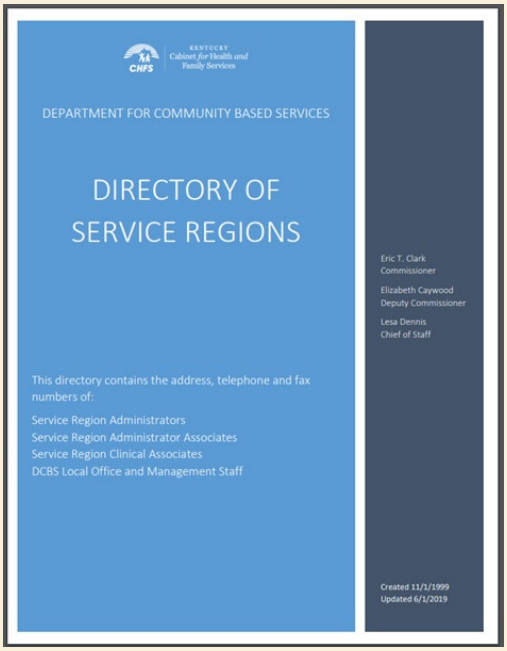
- The Program Integrity Branch is developing materials to be used for a SNAP Trafficking training to be administered next month. Staff conducted a conference call on SNAP Trafficking with the different Service Regions as a prelude to the training. Other strategies for minimizing trafficking include analyzing the impact of SNAP Split Issuance and reviewing FNS guidelines on allowable SNAP purchases.
- DCBS is working closely with Kentucky Housing Coalition on how to best utilize the LIHEAP Weatherization funds. Weatherization funds are used to make necessary home preparations related to energy in order to keep individuals safe during extreme temperatures. An example of this may be adding insulation or heating mechanism to a home. Last year, there were roughly 400 families that were denied Weatherization Assistance because their home had additional damage requiring repairs not covered through the Weatherization Assistance Program. By using the guidelines of Department of Energy, the Weatherization funds can now be used to provide both insulation and patch a leak in the roof.
- DCBS attended the D-SNAP, or disaster SNAP conference in Atlanta this month. The focus was on making sure that the states SNAP administering agency is prepared for a variety of disasters. This includes testing computer systems and addressing staffing patterns in disasters. Depending on the type of disaster, the agency will either need to restore or supplement benefits to current recipients, or issue new SNAP Benefits to those impacted by the disaster.
- Public comments were received on the amendment filed for 921 KAR 2:055, Hearings and appeals. The Amended After Comments version of this administrative regulation; 921 KAR 3:060, Administrative disqualification hearings and appeals; and 921 KAR 3:070, Fair hearings, went into effect on May 3, 2019. These amendments made the administrative hearing processes for public assistance programs more expedient through the elimination of the optional Appeal Board for Public Assistance. The regulatory amendments were also necessary to address findings from the Food and Nutrition Service.
- An amendment to 921 KAR 2:015 was filed as an emergency on Dec. 28, 2018, in order to increase the standard of need in the State Supplemental Program to reflect the 2.8% cost of living adjustment to be implemented in calendar year 2019 by the Social Security Administration for Supplemental Security Income recipients. The frequency of required personal care home training was lessened through the amendment and requested changes by OIG and BHDID were made for compliance with a settlement agreement. Public comment was received from Kentucky Protection and Advocacy and an agency response and Amended After Comments version of the administrative regulation was filed on April 15, 2019. This version of the regulation underwent its first legislative committee review on May 14 and is anticipated to go into effect in June.
- DCBS is planning to present on the Low Income Home Energy Assistance Program (LIHEAP) to the Natural Resources and Energy Committee on July 9, as requested by the LRC.

New Directory of Service Regions Online

The Directory of Service Regions is updated and has a new look! A new guide has been posted on the Service Regions web page.

This helpful directory includes the address, telephone and fax numbers of Service Region Administrators, Service Region Administrator Associates, Service Region Clinical Associates and DCBS local office and management staff.

Check out the directory: at:https://chfs.ky.gov/agencies/dcbs/dsr/Documents/directoryofserviceregions.pdf


KENTUCKY Cabinet for Health and Family Services

DEPARTMENT FOR COMMUNITY BASED SERVICES

DIRECTORY OF SERVICE REGIONS

This directory contains the address, telephone and fax numbers of:

Service Region Administrators
Service Region Administrator Associates
Service Region Clinical Associates
DCBS Local Office and Management Staff

Eric T. Clark
Commissioner

Elizabeth Caywood
Deputy Commissioner

Lesa Dennis
Chief of Staff

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Employee of the Month - Sharon Ward

Sharon Ward, a Case Manager I in the Owsley County Family Support Office, was recently selected as Employee of the Month for the Field Offices. Sharon's nominator noted that she has been with the cabinet for 15 years and her story is a wonderful success story of our programs. She started out as a volunteer working in the Owsley County office as she was in the Kentucky Works Program. Below, she tells her own story of going from client to case manager.

Sharon Ward

Congratulations, Sharon!

"I signed up for the Kentucky Transitional Assistance Program - KTAP - because I had four sons to raise on my own and I had no money. My husband left and my kids and I had nothing. My case manager asked me if I would like to be placed in the DCBS office for my Kentucky Works Program hours. I was beyond excited, I dreamed of office work and that's what I always wanted to do. I loved it! I started to grow as a person, I was taking care of my kids without child support and went to college also.

I earned my associate's degree in applied sciences. I volunteered in the local office for a year. Then the secretary's position came open. My case manager encouraged me to apply. I did and I got my dream job. I loved it.

An opening for Family Support Specialist I came up, I was again encouraged to apply, and I got it. I continued to grow and loved it. I continued to move up to a FSSII. An opening came up for FSSIII (principal). I applied and got it. I also worked long-term care cases.

Then a case manager position came open and I applied on my own and I got it. I have always been shy and have low self-esteem. My case manager had faith in me when I didn't have it within myself. She taught me many things, and I strive daily toward my clients the way she was with me. My mission/goal in life is to make my clients feel like they can do anything, because they can. Because I was once on the other side of the desk. The most rewarding part of my job is helping clients that are just like me, and watching them grow."

Employee of the Month - How to Nominate

Nominate a colleague to be the CHFS Employee of the Month! This program helps supervisors in recognizing outstanding employees, but anyone can make a nomination. One Frankfort-based employee and one field office employee are recognized each month and will receive a Governor's Citation.

Frankfort honorees get the use of a preferred parking space at the CHR Building for one month.

DCBS honorees will be featured in the Vision newsletter and online.

Here are the nomination requirements:

- Employee performs his/her job well, above and beyond requirements.
- Employee demonstrates leadership abilities in the office.
- Special consideration may be given to an employee who serves in his/her community as a volunteer or servant leader.

Find the form online:
https://docs.google.com/forms/d/e/1FAIpQLSdjWkf642_TEXI7dNEnmO2nfhwwrqC1GMshdBEQa1MhTn7fag/viewform

General Operations

- An amendment to 922 KAR 1:470, Central registry, was filed on May 15 to reflect the move of the child abuse and neglect (CA/N) registry database to an electronic platform. This move will improve the efficiency of the cabinet's CA/N registry database background checks.
- DCBS is presenting Protection & Permanency budget information to the Budget Review Subcommittee on Human Resources on June 4.
- Department short-form (summary) legislative proposals for 2020 are being compiled and are due to the Secretary's Office June 15.
- Records Management Section is processing most background checks within one week of receipt. In April, they processed the following:
  - 1,782 Foster/Adoptive Background Checks
  - 328 Kinship Background Checks
  - 4,637 Central Registry Checks
- Contracts Section submitted 32 contract extensions and 49 private foster care agreements for State Fiscal Year (SFY) 2020. They also completed 26 contract monitoring reports in April.
- Budget staff are working diligently to close out SFY 19. They also will be preparing for the next budget biennium in the coming months.

Self-Care Corner

Journaling may be one of the best ways to relieve stress and process emotional issues. It is essentially free, easy, and everyone can do it. Some studies show that the simple act of describing our feelings through writing can help us clear our minds, make us less anxious, and make us happier. Journaling may also improve sleep, immune function, and general physical health.

Where to start? Here are some tips:

- Get your tools together. Use whatever materials you're most comfortable with: A notebook, a diary, a bound book or even your laptop. Just make sure you have access to your materials every day, even when you travel.
- Make time. Journaling can take as little as 5 minutes a day to make an impact. But you have to plan to do it. Many people journal at night to reflect on each day. Morning can be a good time before the demands of the day begin. Or, if you are a nondriving commuter, you can use that time to write. Just find a routine and stick to it.
- Focus on your feelings. Writing for stress relief is less about being creative than it is about being expressive. You're not trying to make a masterpiece with your words; you'll want write about your experiences to come to terms about how they make you feel and why.
- Try writing prompts. If you're having trouble knowing what to write about each day, give yourself daily prompts. You can create a weekly theme like gratitude, goals, childhood memories or nature. You can answer questions like: "What was good about today?" Or "What examples of helpfulness did I make or see today?" "What do I love about my job?" If you like this, keep it up, but if it doesn't work for you, don't force it.
- Take a look back. Each month or so, review your entries and notice any common themes. If your writing shows certain things irritate you consistently, work to change them or avoid them. If you find joy in some other things, work areas or people, try to make them a bigger part of your life. It's all about what makes you more calm, empowered and happier!