SECTION 5
Reference Plan Guidelines (d)

WELFARE-TO-WORK ACTIVITIES

5.1 GENERAL

Participants will be provided the widest range of Welfare-to-Work services to prepare them for employment at the earliest possible date and to reduce the need for government assistance. Services available include Orientation, Appraisal, Job Search/Readiness and Placement.

5.1.1 Participants enrolled in education or training must be enrolled in a program that leads to employment. DSS, DET, and local education agencies or providers will develop a list of programs leading to employment. This list will be agreed upon annually with the first list completed no later than January 31, 1998.

5.1.1.1 For students not in a program on the list, the case manager, with supervisor approval, will determine if the program leads to employment based on information provided by the participant.

5.1.1.2 Concurrent enrollment in a work activity is required to satisfy work participation requirements.

5.1.2 A participant who lacks basic literacy or mathematics skills, a high school diploma or general education development certificate, or English language skills will be assigned to participate in basic education. The CASAS Test is one measurement tool used to determine skill levels. The participant will be assigned to a concurrent work activity to achieve the required 32/35 hours of participation.

5.2 CASE MANAGEMENT

The core of the service delivery system will be case management. Services will be provided in a holistic manner to better meet the needs of families served. The goals of the service delivery system are to:

- Encourage family preservation and responsibility.

- Develop Family Action Plans for the entire family focusing on strengths.

- Ensure effective and smooth progression of participants from one activity to another.

- Increase face-to-face contacts to monitor Family Action Plans and progress.

- Reduce instances of noncompliance.

- Reinforce and promote the importance of work, concurrent work, education, and lifelong learning.

- Facilitate access to services which assist in self-sufficiency at the earliest opportunity.

5.2.1 Service delivery will be provided in collaboration with community-based organizations.

5.2.2 Service delivery will be provided with a multi disciplinary team approach.

5.3 JOB DEVELOPMENT

Job development staff identify unsubsidized job opportunities and openings for participants. Job developers assist participants in locating employment and have an established network within the community. All staff serve as a resource for identifying job leads throughout the service area. Job development includes establishing relationships with local and out-of-county employers. Local needs and employment opportunities are identified.

Specific job search and interview consultation is also a service provided by job development staff. Training and resource information is provided to program staff regarding the various facets of job development, types of employment available, trends, and job search ideas specific to their participants.

All Public Assistance staff receive job orders on agency wide e-mail with referral instructions. Recruitment announcements and job leads are available to participants by one of several means:

- Direct referral from case manager

- A visit to the Stanislaus County Networks
- Flyers distributed in the reception area

5.3.1 Job developers maintain a network with businesses and other community organizations to share information, elicit job orders, and encourage employers to take advantage of the services available to them at no cost. Job developers can help match participants with jobs by recruiting employers and screening applicants. Job Development will be coordinated between various agencies who serve StanWORKs recipients, including DSS, DET, EDD, YCCD and other existing networks.

5.4 WELFARE-TO-WORK ACTIVITIES

Welfare-to-Work activities include but are not limited to:

- Unsubsidized employment
- On-the-job training
- Supported work
- Work experience
- Work study
- Self-employment
- Community service
- Adult basic education (including basic education, GED, and ESL)
- Job skills training directly related to employment
- Vocational education and training
- Job search and job readiness assistance
- Education directly related to employment
- Mental Health Services

- Substance Abuse Services
- Domestic Violence Counseling

Grant-based on-the-job training will not be provided due to administrative burden.

5.5 PROGRAM FLOW

5.5.1 Initial Point Of Contact (See Attachment A)

At the initial point of contact, applicants will be screened to determine their need for services. Screening includes a strong emphasis on employment and diversion services. If it is determined that needs can be met by community resources, the applicant will be referred to the appropriate agency, minimizing or eliminating the need for public assistance. Applicants who need further services will complete an application for public assistance and be directed to attend the Rights & Responsibilities/Orientation presentation.

5.5.1.1 Under StanWORKs, applicants who meet the criteria for an immediate need payment will be supplemented up to the allowable amount.

5.5.2 StanWORKs Orientation

During orientation applicants will be prepared for and required to conduct an immediate job search. Applicant and agency responsibilities will be clearly defined and explained to the applicant. The presentation will include an emphasis on time limits, applicant responsibilities, transitioning from Welfare-to-Work, parental responsibility and the importance of self-sufficiency. Supportive services information will be provided to applicants which includes making informed choices for child care, transportation options, and the availability of ancillary services. Information regarding mental health, substance abuse, and domestic violence services will be provided to all applicants.

5.5.3 Diversion Assessment And Eligibility Determination

After completion of the Rights and Responsibilities/Orientation presentation, the applicant is referred to a diversion/intake worker. If applicable and to resolve the circumstances that require the family to apply for assistance, the diversion/intake worker may authorize diversion assistance. Diversion assistance is available for job-ready or currently employed applicants whose needs can be met with a short-term loan or grant for an expense required to get or keep a job, or to resolve a financial crisis that threatens employment. A diversion loan or grant may be issued for, but is not limited to, the following reasons:

- Car payments, insurance, or repairs
- Work-related uniforms, tools, or equipment
- Professional fees, dues, or a license
- Cost of relocating to a new job
- Essential living expenses, including housing payments to prevent homelessness

A diversion loan will be authorized for the purpose of resolving barriers and diverting applicants from long-term cash assistance. Diversion funds may be authorized for child care to eligible families through Stage III child care services. If Stage III funding is not available, child care diversion payments may be authorized through Stage II services.

The amount of the loan will exclude a family from aid for a corresponding number of months on assistance. Applicants will agree they will not be eligible for assistance for the period of time the loan offsets the grant amount for their family size. If an applicant reapplies before the period of time the diversion assistance covers, they will be required to repay the cash diversion. An applicant has the right to decline diversion and still be eligible to receive cash aid.

When diversion efforts are unsuccessful, the application process will continue. The process will include developing a Family Action Plan which identifies specific steps to be taken by the individual and /or family, DSS, and other appropriate agencies to guide the family to employment and self-sufficiency. The strengths and

challenges of the applicant will be identified. The Action Plan may include a commitment by the agency to the applicant to provide acceptable child care, and resources for substance abuse, domestic violence, and mental health services. The plan requires the applicant to make a commitment to verify school attendance, obtain immunizations for the family's children, and cooperate with the DAFSD. The case manager will explain that the Action Plan is binding and includes sanctions for noncompliance without good cause.

5.5.3.1 Home visits may be made in response to applications for public assistance. During the home visit, residence, family composition, property, income, and other eligibility criteria will be verified.

Home visits will also be conducted when recipients have been sanctioned for failure to cooperate with program requirements. Home visits will be coordinated with the Special Investigation Unit and Child Welfare Services.

Both of these activities will serve to insure the integrity of StanWORKs and will be an enhancement to the Early Fraud Detection Program.

5.5.3.2 Disability claims will be reviewed for assessment of the applicant's capacity to attend training and/or work, so that appropriate training and employment opportunities can be pursued, taking into consideration any health limitations the individual may have.

5.5.4 Fast Track Employment Workshop, Job Readiness Screening and Continued Job Search

5.5.4.1 Following development of the Family Action Plan, participation in a five day intensive Fast Track Employment Workshop is required. The curriculum for this workshop includes development of skills in decision making, goal setting, job search and interviewing techniques, time management, communication, conflict resolution, resume writing, and identifying strengths and talents. The workshop

will be done in conjunction with continued job search. The intent of the Fast Track Employment Workshop is to acclimate applicants to the world of work. Applicants are expected to arrive on time, make child care and transportation arrangements, and dress appropriately.

5.5.4.2 This component also includes a phone room where applicants apply the skills they learn in the classroom by calling prospective employers, learning about job openings, and arranging interviews.

5.5.4.3 During this activity, job developers will keep applicants apprised of current job openings. During job search, applicants make as many contacts and apply for as many positions as possible.

5.5.4.4 Upon completion of the Fast Track Employment Workshop, applicants will be directed to Job Readiness Screening where an in-depth consultation may include further investigation of the applicant's skills, abilities, interests, and challenges in the labor market. It may also include research into possible employment options that had not been explored in the previous job search. Upon further evaluation and completion of Job Readiness Screening, the applicant may be directed toward a renewed job search.

5.5.4.5 These employment activities may last up to four weeks from the date of application, unless the case manager determines that continuation would not be beneficial due to mental health or substance abuse problems. The time may be extended if the case manager, with management approval, determines that an extension would result in employment.

5.5.5 Work First Temporary Employment Match and Placement (Temp) Assignments

Within 30 days of application, recipients who have not acquired employment will be placed in a Work First TEMP assignment. Each will participate in 32/35 hours of employment activities until obtaining unsubsidized employment. These activities may include:

community-based work activities, continued job search, and supplemental activities such as Adult Basic Education (ABE)/Literacy, General Education Development (GED) classes, On-The-Job Training (OJT), Self-Initiated Program (SIP), Vocational Training, English as a Second Language (ESL) classes, substance abuse treatment, mental health treatment, and domestic violence counseling.

Recipients will have access to job leads and employment assistance at all times. Recipients who have obtained employment will have access to job retention services and reemployment services for up to 12 months.

5.5.5.1 Basic Education

Lack of basic education (generally defined as reading and math skills below the 8th grade level), does not automatically mean that a recipient will not be able to find a job. If it is determined that basic education is needed, recipients will be referred to the appropriate classes. The primary goal is full-time employment. Basic Education will be offered concurrently with a work activity and will be specific to the recipient's employment goal, integrating educational programs with employment and skills development. Basic Education includes English-as-a-Second Language (ESL) instruction for non-English speaking recipients; Adult Basic Education (ABE) for those needing to upgrade reading, writing, and/or math skills; and General Education Development (GED) for those who do not have a high school diploma.

5.5.5.2 Secondary Education

Yosemite Community College District (YCCD) and California State University, Stanislaus (CSUS) are available locally to recipients pursuing a degree or enrolled in a certificate program within the parameters of the program. Due to the 32/35 hour weekly participation requirement, education will be accomplished concurrently with a work activity where possible.

5.5.5.3 Vocational Training

Vocational training is available to recipients who require specific training to obtain employment or for those who are self-initiated within the parameters of the program. Vocational training will take place in conjunction with other work activities in order to meet the 32/35 hour weekly participation requirement.

5.5.5.4 Cal-Learn

The Cal-Learn program serves StanWORKs recipients under 20 years of age who are custodial parents or pregnant. Cal-Learn provides fiscal incentives and disincentives, as well as needed supportive services and intensive case management.

5.5.5.5 Cal-Learn Employment Services

Cal-Learn students, age 17 and older, may volunteer for employment services offered concurrently with education. These services will include work experience, job services and training in conjunction with educational activities. The program services will encourage part-time and entry level jobs as a way to facilitate the acquisition of good work habits, work experience directly related to employment and acceptance of parental responsibility while balancing education, work, and family. Supportive services and intensive case management services will be provided. Information regarding these services will be provided to all potentially eligible students.

5.5.5.6 Self-Initiated Program (SIP)

SIP recipients are individuals who are enrolled in and attending, in good standing, an education or training program of their choice when they enter the StanWORKs program.

When a SIP is approved, the SIP activities will be performed in conjunction with other work activities in

order to meet the 32/35 hours per week participation requirements.

5.5.5.7 Work Experience

Work experience provides work opportunities for recipients who are unable to find unsubsidized jobs. Work experience will help provide basic job skills and will enhance existing job skills in a position related to the recipient's experience and employment plan. Recipients are expected to perform job search concurrently with the work experience activity to meet the 32/35 hour participation requirement.

5.5.5.8 On-The-Job Training (OJT)

In collaboration with the Department of Employment and Training, recipients can access on-the-job services. These services are accessible for individuals who may or may not be receiving assistance. Subsidies will be available to employers for up to 50% of recipient's wages and up to six months during the training period, providing the employer expects to retain the employee after the training period.

5.5.5.9 Community Service

Community-based work activities will be provided immediately. These activities provide work opportunities for recipients who are unable to find unsubsidized jobs. Recipients in community-based work activities work for public and non-profit agencies and are expected to perform job search concurrently with these activities.

See Section 9

5.5.5.10 Work Study

The Work Study Program provides part-time employment opportunities which will enable recipients to meet the work requirements while pursuing a

course of study, and at the same time will provide them with work experience that will improve their marketability when completed. Jobs may be on or off campus, as available, and at minimum wage. Employers must either participate in campus-based work study programs, or provide work study experiences that are directly related to the furtherance of the student's educational goal.

5.5.5.11 Substance Abuse and Mental HealthTreatment

See Section 6

5.5.5.12 Domestic Violence Treatment

See Section 10

SECTION 6
Reference Plan Guidelines (e)

SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

6.1 SUBSTANCE ABUSE TREATMENT SERVICES

DSS, through collaboration with the County Alcohol and Drug Program, will provide substance abuse counseling and intervention to StanWORKs participants. This will establish an effective system that will provide alcohol and drug services to participants whose substance abuse creates barriers to employment. The county will ensure, whenever possible, that the services provided qualify for federal reimbursement of the non-state share of Medi-Cal costs. CalWORKs funding to County Welfare Departments for these services will be utilized as necessary. Services will reflect the county's commitment to Welfare-to-Work. Substance abuse treatment services shall include, but will not be limited to: evaluations, case management, substance abuse treatment, employment counseling, participation in Day Programs, Sober Houses, and other appropriate services in conjunction with community-based work activity jobs.

6.2 MENTAL HEALTH EMPLOYMENT SERVICES

The Department, through collaboration with the County Mental Health Department, will provide mental health counseling and intervention to StanWORKs recipients. The goal of these services is to provide recipients with the necessary treatment of mental or emotional disabilities that may limit or impair their ability to transition from Welfare-to-Work or to retain employment over a long-term period. Services will be developed in a manner consistent with the County's Welfare-to-Work program and the County's consolidated mental health Medi-Cal services plan. The department will ensure, whenever possible, that the services provided qualify for federal reimbursement of the non-state share of Medi-Cal costs. CalWORKs funding to County Welfare Departments for these services will be utilized as necessary. Services will include, but not be limited to: screening, evaluation, assessment, case management, treatment and rehabilitation services, identification of substance abuse problems, a process for identification of individuals with severe mental disabilities, and follow-up services that will enable recipients to reach the goal of self-sufficiency. (see Appendix A)

SECTION 7

Reference Plan Guidelines ((f)

MENTAL HEALTH SERVICES AVAILABLE AFTER TIME LIMITS

7.1 Recipients who are diagnosed with mental or emotional disabilities that may limit or impair their ability to make the transition from Welfare-to-Work, or to retain employment over a long-term period will be referred to mental health employment assistance services, developed jointly by DSS and the County Department of Mental Health. The plan shall be consistent with both the county's Welfare-to-Work program and the county's consolidated mental health Medi-Cal services plan.

All services available to the community will be available to those recipients whose time limit has expired. An individual who does not have Medi-Cal benefits may still access services through the Indigent Services program of the Mental Health Department.

SECTION 8

Reference Plan Guidelines (g)

CHILD CARE AND TRANSPORTATION SERVICES

DSS will ensure parents in need of child care services have immediate access to the Child Care Resource and Referral Agency through the SCOE. Options will be made available to parents to help them make an informed decision about the care of their children. The process of finding and choosing child care can help parents improve their skills and self-confidence in preparation for job search. Parents should identify reliable child care arrangements and a back-up plan to which they can turn should their principal arrangements fall through.

8.1 CHILD DEVELOPMENT PARTICIPATION

When a parent has the primary responsibility for providing care to a child six months to one year of age, the parent may select, as a work activity, to attend child and family development classes. The parent who is placed in this work activity will attend classes in life skills, work ethic, job retention, communication, conflict resolution, social skills in the workplace, relationships, and parenting/child development classes. Parent and child will both attend, as the curriculum will include many parent/child activities. Segments of the training will require each participant to work in the child-care portion of the training as a care giver in the on-site child care facility, which will in turn provide care for participants' children during certain segments of the class training. This transitionary activity should assist families with the challenge of being working parents of a young children.

8.2 CHILD CARE SERVICES FOR StanWORKs RECIPIENTS

Effective January 1, 1998 there will be a three-tiered system for StanWORKs recipients needing child care and development services. Families receiving aid or transitioning from aid will be served in Stage I and Stage II. These families will be integrated into the larger subsidized child care system during Stage III.

For non-TANF Stage III families, the first priority for subsidized child care services will be to neglected or abused children who are receiving child protective services, or upon written referral from a legal, medical, or social services agency, or to recipients who are at risk. The second priority is given to families who are income eligible; families with the lowest gross monthly income in relation to family size will be served first.

DSS will administer Stages I and II, and clients will be moved between stages without the need to contact DSS, providing seamless services to families. DSS and SCOE will collaborate to ensure that families move seamlessly and quickly through Stage III child care services.

8.2.1 Stage I

This stage, managed by DSS, begins when the recipient enters job club/search or when child care is needed for the recipient to complete the Welfare-to-Work contract. The family will continue to receive child care services in Stage I until the family's child care is stabilized, up to a maximum of six (6) months, unless the county determines the family's situation is unstable or insufficient funds exist to transfer to stages II or III.

8.2.2 Stage II

This stage begins when the recipient's work or training schedule stabilizes. Families may be served in Stage II up to a maximum of two years after they are no longer eligible for aid. Stage II is administered through contract between CDS and DSS, a local Alternative Payment Program provider.

8.2.3 Stage III

When funded space is available, recipients will move from Stage II to Stage III. Stage III is administered by SCOE and DSS.

8.2.4 Child Care Payments

The StanWORKs case manager will assess the need for child care services and refer the recipient to SCOE/DSS for assistance.

Providers will be reimbursed at their usual rate up to 1.5 standard deviations of the market rate.

All payments will be made to the provider of child care services.

8.3 TRANSPORTATION SERVICES

Recipients will be assisted in developing transportation alternatives and to identify back-up arrangements. Recipients without their own vehicle or ready access to public transportation will need to identify alternative means. For

example, recipients can be encouraged to join car pools. Applicants and recipients who are engaged in a StanWORKs activity will be reimbursed for all necessary and reasonable transportation costs. Every effort will be made to establish work activities and jobs that consider transportation limitations. DSS will utilize One-Stop Centers and Collaborative Community Centers in order to make Welfare-to-Work activities and services more accessible to families.

8.3.1 Mileage reimbursement shall not exceed the public transportation rate when public transportation is available. If mileage rates are excessive, alternate methods must be developed.

8.3.2 Bus tickets are available at the most cost-effective rate (daily ticket, daily pass, or monthly pass, at student rate, if possible).

8.3.3 For emergency situations, vouchers are available for local gas stations.

8.3.4 The case manager will assess the need for transportation and issue bus tickets or a voucher, or authorize reimbursement for transportation expenses.

8.3.5 The county is collaborating with the Transportation Policy Board in expanding public transportation and hours of accessibility.

SECTION 9
Reference Plan Guidelines (h)

COMMUNITY SERVICE PLAN

9.1 COMMUNITY SERVICE

The County's Community Service Program will provide recipients an opportunity to develop or improve employability skills while gaining a connection to the workforce. DSS will develop placements in collaboration with local public and non-profit agencies for projects that support the betterment of the community.

These placements will meet unmet community needs which may include:

- Flood relief/disaster restoration projects
- Graffiti abatement
- Public lands preservation and maintenance
- Community pride projects
- Safety enhancement
- Literacy and education
- Teen mentoring
- Expansion of existing programs that serve and benefit the community as a whole.

Community service will be temporary and transitional in nature and may not be specific to the recipient's employment goal. These activities will prepare the recipient to enter the workforce. Efforts will be maintained to assist and encourage the recipient to obtain unsubsidized employment while the recipient is engaged in this component. The primary focus/goal for each individual is to become self-sufficient.

Child care will be provided as necessary to recipients in community service pursuant to Article 15.5 (commencing with Section 8350), Chapter 2, Part 6 of the Education code, and Section 11323.2. Whenever possible, community service will be scheduled to minimize child care expenditures.

9.1.1 Target population

- Mandatory TANF/CalWORKs/StanWORKs recipients. (Within time limits)
- Safety Net individuals. (After time limits have expired)
- Volunteers

9.1.2 Community service will be designed and developed by the County in collaboration with local private sector employers, local education agencies, organized labor, recipients of aid, and government and community based organizations providing job training and economic development. Community service assignments will be coordinated by local public and non-profit agencies and DSS. Fiscal administration and case management will be the responsibility of DSS. Entities providing community service positions will assist with case management by effectively monitoring recipient's attendance, participation and progress and by recommending sanctions.

Recipients will receive positive reinforcement and recognition as they accomplish new tasks and learn new skills on the community work site. Work site supervisors will be encouraged to maintain a supportive atmosphere for learning and appreciation for the work provided by recipients. Recipients will be providing a valuable service to their community while they are building the work skills that will support their families in the future.

9.1.3 DSS will explore the feasibility of contracting for Safety Net Services for families who have reached their time limit.

With the expected increase in food needs due to time limits, a centralized information and clearing house for food sources has been established. By increasing communication and information between food sources, food priorities have been established to:

- Educate local companies on local food needs.
- Explore new ways to obtain food beyond current donations.

- Create a directory of food pantries within the county.
- Establish a local gleaners program.
- Network with all local food pantries to coordinate resources.

Stanislaus County has many notable food programs through various agencies such as the Salvation Army, Modesto Union Gospel Mission, United Samaritans Foundation, The Women, Infants, and Children Program (WIC), UC Cooperative Extension, the U. S. Department of Agriculture (USDA), as well as local churches and community organizations. By working together, this network of food sources will assure that everyone who needs food in Stanislaus County will be fed.

SECTION 10

Reference Plan Guidelines (I)

WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

10.1 Training will be provided to educate case managers to respond appropriately to issues of domestic violence, to recognize signs of victimization, and to make appropriate referrals.

10.1.2 Among DSS's strategies for increasing employment of TANF recipients is that of identifying potential victims of domestic violence and providing referrals for supportive services.

10.1.3 By December, 1997, a collaborative effort between Stanislaus County, Modesto Junior College (MJC) and The Haven will result in a comprehensive training program on domestic violence for case managers, counselors, and others to make referrals to appropriate agencies.

10.1.4 Application for a Family Violence Prevention and Services Discretionary Funds Program grant was submitted by DSS, MJC, and The Haven to develop a collaborative program to train TANF workers, counselors, and staff to respond appropriately to domestic violence issues. In October, 1997, the grant was approved in the amount of $75,000.

10.1.4 Staff will receive a minimum of 10 hours of training, a number which is within the constraints of the grant. DSS will provide training in this area beyond the 10 hours on an ongoing basis.

10.1.5 The specific goals for the training are:

- To implement a creative and challenging collaboration among a public agency, an educational institution, and a non-profit social services agency to address domestic violence issues;

- To assist DSS in moving StanWORKs recipients toward self-sufficiency by enhancing the support available to them from case managers who are trained to respond to issues of domestic violence, a barrier to successfully moving into the workforce;

- To reduce the need for long-term assistance for domestic violence victims by training case managers to identify domestic violence issues at the time of initial application and to make appropriate referrals;

- To improve the skills of case managers and other allied professionals to address domestic violence within the context of StanWORKs participant Family Action Plans; and

- To develop effective outreach strategies for a collaborative domestic violence program that recruits and trains culturally sensitive staff. uses culturally sensitive, responsive materials, and reaches the diverse communities in Stanislaus County.

10.2 DOMESTIC VIOLENCE INTERVENTION & SERVICES:

The Department through collaboration with the County Mental Health Department, HAVEN (local agency), and other agencies will provide domestic violence counseling and intervention to StanWORKs participants. These services will focus on treatment of mental, emotional, and physical limitations that may impair the ability of the individual to make the transition from Welfare-to-Work.

Recipients will be held accountable to attend counseling sessions and seek restraining orders against the abusers in conjunction with their Welfare-to-Work activities. The safety and support of victims is the first priority. Recipients who are in immediate, imminent danger and/or housed in a protective shelter may be considered to have good cause for not participating in a Welfare-to-Work activity.

SECTION 11

Reference Plan Guidelines (j)

PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES

11.1 GENERAL

Since 1993, Stanislaus County has shown dramatic increases in performance in its GAIN program despite having a very high unemployment rate. In FY 96/97 the County ranked number one in the State in its cost-benefit ratio, achieving a $2.20 return in AFDC dollars for every dollar spent in GAIN. The County will build on its past success to ensure that program goals are met.

	Job Placements	Cost Per Placement	Cost-Benefit Rate
FY 93/94	1344	2455	1.269
FY 94/95	2994	1586	1.68
FY 95/96	3957	1230	2.38
FY 96/97	4377	1277	2.20

11.2 OUTCOMES

OUTCOME TO BE MEASURED	DATA TO BE COLLECTED	METHOD OF COLLECTION
Reduction in the number of families on welfare	Number of families receiving cash assistance	CA 237
Increase in the number of job placements	Number of job placements	Employment Management Data Collection System (GEMS/GAIN 25)
Increase in earnings of families on welfare	Number of households with earnings; earnings of families on welfare	Query of Welfare Master (ACIS)
Increase in the number of families going off aid due to earnings	Number of families going off aid due to earnings	CA 255

Reduce recidivism/increase job retention	Number of families returning to aid after job loss; number of families retaining job after specified period of time	Manual Count at Intake
Increase hours worked and average wage level	Average hours worked and average wage level for those individuals in unsubsidized employment	Employment Management Data Collection System (GEMS)
Increase work participation rates	Number of individuals participating the required number of hours in a "qualified" work activity	Employment Management Data Collection System (GEMS) and Welfare Master
Increase support from non-custodial parent	Number of non-custodial parents paying child support; amount of child support collected	* **FUTURE**
Reduce teen pregnancy	Number of teen pregnancies	* **FUTURE**
Reduce child poverty	Number of children living in poverty	* **FUTURE**
Demand for child care services	Number of families/children receiving child care services	Child care reports and waiting list
Demand for mental health services	Number of families/individuals receiving mental health services	***FUTURE** Mental Health
Demand for domestic violence services.	Number of families/individuals receiving domestic violence services.	***FUTURE** The Haven
Demand for substance abuse services	Number of families/individuals receiving substance abuse services.	***FUTURE** Mental Health
Number of children entering foster care due to time limits, etc.	Number of children in foster care	* **FUTURE**
Change in demand for general assistance	Number of individuals/families receiving GA	* **FUTURE**
Increase in reports of child abuse	Number of child abuse reports	* **FUTURE**

SECTION 12
Reference Plan Guidelines (k)

PUBLIC INPUT TO THE COUNTY PLAN

12.1 PUBLIC INPUT

12.1.1 Stanislaus County's Board of Supervisors hosted a Welfare Reform Summit on December 18, 1996. Four hundred sixty-six individuals attended the summit representing businesses, public employees, elected officials, churches, schools, community-based organizations, and public assistance recipients. The summit was held to educate the public on the Personal Responsibility and Work Opportunity Act of 1996, to brainstorm community responses to welfare reform, and to create local commitments for community solutions to welfare reform. One of the results from the Summit was the formation of two committees to continue working on housing and food concerns identified during the summit. In addition to public agencies and community-based organizations, numerous faith-based organizations have been actively participating on these committees.

12.1.2 Plans are being developed to hold a second Welfare Reform Summit. This summit will update the public on the status of welfare reform. Information will be presented about the StanWORKs program and our county's Welfare-to-Work program. The community will be given an opportunity to review progress toward solutions reached at the first summit, to address new issues, and to discuss future plans. As in the first summit, a cross section of representatives from the community will be invited.

12.1.3 The Welfare Reform Steering Committee was established by the Chief Executive Office as a proactive collaboration of agencies to initiate policy development and planning for welfare reform legislation. This group has served as an oversight committee for the development of the local plan. The group has met monthly since October 1996 and includes representatives from the following organizations: Board of Supervisors, California State University-Stanislaus, Chief Executive Office, District Attorney Family Support Division, Employment and Training, Employment Development Department, Health Service Agency, Housing Authority, Mental Health, Modesto City Schools, Modesto Junior College, Probation,

Sheriff, United Way, SCEDCO, Social Services, and Stanislaus County Department of Education. Subcommittees have been formed from the Task Force to address areas of concern, including child care, transportation, Multi-Service Centers, school attendance, immunization, substance abuse, domestic violence and Child Care and Development Facilities Loan Guaranty Funds.

12.1.4 As of August 1997, the department has given seventy-seven welfare reform presentations. The Communication Committee, a subcommittee of the Welfare Reform Task Force, prepared a script to be used during community presentations assuring a consistent message would be given to the public. The script is updated with new information as needed. Welfare Reform presentations are offered to any community organization, group or business upon request.

12.1.5 The department will conduct public forums to give community presentations to citizens and businesses about our Welfare-to-Work program. Presenters will give an overview of our service delivery system and program requirements. They will be available to answer questions, address concerns, and receive input regarding the Welfare-to-Work program. Presentations will be given in different locations throughout the county to ensure all interested parties in our community have an opportunity to provide input.

12.1.6 A community forum was held on August 12, 1997 with representatives from non-profit organizations, public agencies, and community based organizations. The purpose of the forum was to exchange information and to identify employment barriers and diversion solutions. The department gave a short presentation on welfare reform and proposed service delivery system. Information was gathered from the attendees about services their organizations provide. The attendees later identified employment barriers for TANF recipients and brain-stormed possible community solutions including diversion services. A second forum is being planned with the same organizations to act on solutions and create work groups to set goals.

12.1.7 Focus Groups were formed to make recommendations and plan strategies for their specific issues. The information gathered from the focus groups will be used to decide the steps the Department will need to take to meet the demands of welfare reform. Overall, six focus groups were formed, each addressing one of the following

issues: service delivery, community service/job development, child care, job classification, training and staff development, and safety net. All groups work with a set of guiding principals and ground rules to achieve the established goals and objectives. The focus groups are time limited work groups that meet on an as needed basis to accomplish the assigned task.

12.1.8 A community hotline number is available for the community to solicit input of ideas and concerns regarding StanWORKs.

Section 13

Reference Plan Guidelines (I)

County Plan Budget

1997/98 State Fiscal Year

	Total	TANF/State General Fund	CCDBG	Title XIX	County Funds (g)	Other
TOTAL CalWORKs Admin & Services Items (A) thru (D)	25,347,432	22,376,516	1,719,618	0	1,251,298	
(A) TOTAL CalWORKs Single Allocation Items (1) thru (7) (h)	19,910,987	18,659,689		0	1,251,298	
(1) Benefit Administration	9,902,741	8,651,443			1,251,298	
(2) Program Integrity (Fraud) (b)	557,203	557,203				
(3) Staff Development/Retraining (c)	686,717	686,717				
(4) Welfare-to-Work Activities(d)	6,910,211	6,910,211				
(5) Cal Learn	1,159,029	1,159,029				
(6) Child Care - 1st half of 1997/98 (e)	695,086	695,086				
(7) Other Activities						
(B) Child Care - 2nd half of 1997/98 (a)	4,941,841	3,222,223	1,719,618			
(C) Mental Health Treatment (f)	183,187	183,187				
(D) Substance Abuse Treatment	311,417	311,417				

(a) Includes Stages I & II, III allocations/funding (b) AFDC Fraud only (c) Includes retraining, induction training & staff development
(d) GAIN Basic & MOE (e) 1st 6 mos TCC, SCC, Cal Learn, GAIN (f) Does not include potential draw-down of Short-Doyle Medical Matching funds (g) County Funds/MOE equal Actual FY 96/97 County Cost: 2,326,215. See Food Stamps (h) TANF/State General Fund. Includes CalWORKs single allocation 17,510,399, plus FY 96/97 GAIN Roll forward 1,149,290

SECTION 13
Reference Plan Guidelines (I) continued

	TOTAL	FCS	State General Fund	County Funds (g)	Other
Food Stamp Administration (For County MOE purposes)	7,166,111	3,527,159	2,564,035	1,074,917	

(g) County Funds/MOE equal actual FY 96/97 County Cost: 2,326,215. See CalWORKs.

SECTION 14
Reference Plan Guidelines (m)

ASSISTING FAMILIES TRANSITIONING OFF AID
(Including case management up to 12 months)

14.1 RETENTION AND RE-EMPLOYMENT SERVICES

Retention and re-employment services will focus on job retention and rapid re-employment. Recipients who lose jobs will have access to services such as assistance with job leads, use of telephones, and professional job search consultants to assist in addressing the reasons the first job ended.

14.1.1 Case management services will be provided to families transitioning off aid for up to 12 months and will include:

- Assistance in accessing community-wide services
- Job search and development assistance for re-employment
- Job hotlines
- Job/education counseling for career advancement

14.1.2 Retention and re-employment support services will include:

- Budgeting
- Interacting with supervisors and co-workers and general problem solving techniques
- Peer support groups
- Mentoring

14.1.3 Transitional Services

Recipients will have access to transitional and work related benefits such as child care, medical assistance and Earned Income Credit (EIC). An in-depth assessment will be completed when the recipient obtains employment, and transitional services will be explained to each recipient transitioning off aid.

14.1.4 Services Available After 60 Month Time Limit Expires

No additional participation in Welfare-to-Work activities will be required of an individual who has been removed from the assistance unit upon reaching the 60-month time limit. However, additional Welfare-to-Work services may be provided to the individual on a voluntarily basis. If the County provides services to the individual after the 60-month limit has been reached, the individual must participate in community service.

SECTION 15
Reference Plan Guidelines (n)

COMPONENTS OF THE JOB CREATION PLAN

15.1 JOB CREATION PLAN

The Job Creation Investment Fund grant was created in legislation, AB 1542, and is administered by the California Trade and Commerce Agency. The purpose of the Job Creation Investment Fund grant program is to allocate funds to counties to be used for job creation activities that will provide employment for CalWORKs recipients who are moving into the work force. One time funding is available and Stanislaus County's allocation is $83,258. The intent of the Legislature in enacting the Job Creation Fund is to link economic development activities to welfare reform.

15.1.1 Job Creation funding can be used to develop a Job Creation Plan and to implement activities consistent with the Plan.

15.1.2 Applicants must form a Job Creation Task Force to oversee the development of the Plan and/or implementation of job creation activities.

15.1.3 The purpose of the Task Force is to ensure collaboration with affected local partners which include employers, local governments, Economic Development Organizations, social services agencies, private industry councils, community-based organizations, community colleges, advocates for CalWORKs recipients and the local workforce preparation community.

15.1.4 The County must designate a lead local Economic Development Organization to coordinate the Job Creation Task Force.

15.2 Counties are eligible to receive 25% of their allocations upon execution of a signed Grant Agreement. Fifty percent of the county's allocation will be disbursed on a cost reimbursement basis for work performed under the Grant Agreement.

The remainder of the County's allocation will be disbursed when the Trade and Commerce Agency has verified that Job Creation Plan activities have been implemented that can reasonably lead to the creation of a substantial number of

jobs needed for employment of CalWORKs recipients and the terms of the Grant Agreement have been met.

15.3 A Resolution, dated after January 1, 1998 is to be approved by the County Board of Supervisors and submitted to the Trade and Commerce Agency no later than May 1, 1998. An application is to be completed and sent to the Trade and Commerce Agency no later than June 30, 1998.

A Job Creation Plan is to be developed and adopted by the County Board of Supervisors or Joint Powers Authority and submitted to the Trade and Commerce Agency no later than September 30, 1999.

15.4 Through the direction of the Welfare Reform Steering Committee, the Chief Executive Office will collaborate with the Stanislaus County Economic Development Corporation (SCEDCO) and affected local partners to execute all aspects of the Job Creation Investment Fund grant program.

SECTION 16
Reference Plan Guidelines (o)

OTHER ELEMENTS IDENTIFIED BY CDSS DIRECTOR

16.1 StanWORKs DEMONSTRATION PROJECTS

Stanislaus County will pursue the following demonstration projects designed to:

- More effectively serve highly distressed geographic areas.
- More effectively serve hard to employ target populations.
- Better meet local labor force demands.
- Address the needs of the StanWORKs population where chronic high unemployment exists.
- Improve administration of program services to participants.

16.2 NON-CUSTODIAL PARENT DEMONSTRATION PROJECT

Stanislaus County will submit a demonstration project to increase employment and earnings of unemployed noncustodial parents (NCPs) to a level at which they can support themselves and their children.

16.2.1 Target Group:

- NCPs whose children are receiving public assistance
- NCPs who are unemployed and are not paying child support
- The obligor is delinquent on a child support order that has been established in accordance with state law
- NCPs who have the right to work in this country
- NCPs who are not receiving social security disability Insurance

16.2.2 DSS collaborations will include, but not be limited to, DAFSD, EDD, JTPA agencies, community-based organizations, and the private sector in developing a program to increase NCPs' responsibility for their children.

16.3 Stanislaus County reserves the right to submit proposals for future demonstration projects and will submit addendums to StanWORKs as appropriate.

SECTION 17
Reference Plan Guidelines (p)

COMPLIANCE WITH REQUIREMENTS OF CalWORKs

Prior to July 1, 1999, Stanislaus County opts to require adults in single-parent assistance units to participate up to 32 hours per week.

17.1 All non-exempt applicants and recipients are required to participate in the StanWORKs program. Volunteers who are otherwise exempt are also allowed to participate in the program.

17.1.1 Single parents are required to participate 32 hours/week. The primary wage earner in a two-parent household is required to participate 35 hours/week. The second parent is required to participate 20 hours/week.

SECTION 18
Reference Plan Guidelines (q)

INTERACTION WITH AMERICAN INDIAN TRIBES

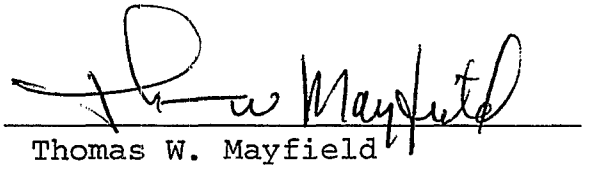
There are no federally recognized American Indian Tribes located within Stanislaus County.

CERTIFICATION

THIS PLAN HAS BEEN DEVELOPED IN ACCORDANCE WITH THE APPROPRIATE FEDERAL, STATE AND COUNTY LAWS AND REGULATIONS. THE TERMS OF THIS PLAN, INCLUDING ALL CERTIFICATES WITHIN THIS PLAN, AND ALL APPLICABLE LAWS AND REGULATIONS WILL BE FOLLOWED DURING THE IMPLEMENTATION AND EXECUTION OF THIS PLAN.

County Welfare Department Directors
Signature

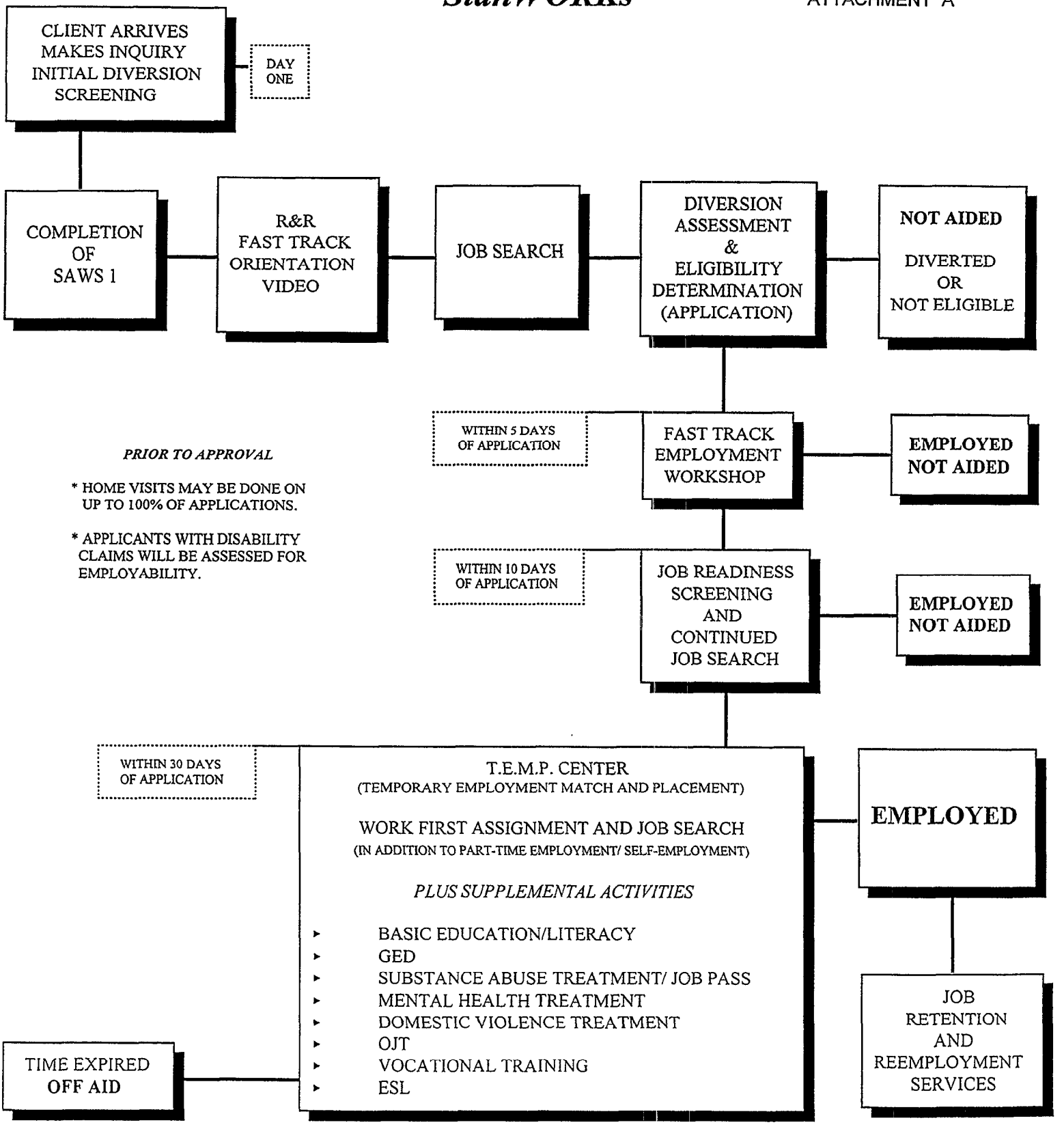
Chairperson of the Board of Supervisors
Signature



Thomas W. Mayfield

StanWORKs

ATTACHMENT A



Attachment B

Stanislaus County
StanWORKs Plan Contributors

Welfare Reform Steering Committee

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Jim Brazelton	- District Attorney
Sharon Burnis	- Modesto City Schools
Bill Carney	- Economic Development Corporation
Rich Chubon	- Housing Authority
Dr. Ken Entin	- California State University, Stanislaus
Bev Finley	- Health Services Agency
Dr. Pamela Fisher	- Yosemite Community College District
Jeff Jue	- Department of Social Services
Bob Norem	- Probation
Martin Petersen	- Superintendent of Schools
Larry Poaster, Phd.	- Mental Health
Kris Stadelman	- Private Industry Council
Patricia Hill Thomas	- Stanislaus County Chief Executive Office
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Diana Ward	- Adminstrative Services

Employee Union Organizations (AFSCME and SEIU 535)
Stanislaus County Personnel Department

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Patti Vera	- DSS Public Assistance

STANISLAUS COUNTY
StanWORKs BEHAVIORAL HEALTH PLAN

INTRODUCTION

The StanWORKs Behavioral Health Plan will assist StanWORKs recipients to achieve and maintain employment. The design of this plan was a collaborative effort between Stanislaus County Department of Social Services (DSS) and Stanislaus County Department of Mental Health (DMH). The plan addresses screening, assessment, services, and training aspects of providing supplemental behavioral health services to StanWORKs recipients.

DMH administers the local Mental Health services, the County's Alcohol and Drug Programs, Public Guardian services, and operates the Stanislaus Behavioral Health Center, a 67-bed behavioral health hospital. The DMH is in an ideal position to propose and manage an integrated behavioral health service delivery system for StanWORKs recipients.

DSS will contract with DMH for the services described in this plan using funds allocated as part of the CalWORKs program. DMH will use the non-federal funds in these allocations to draw down Federal Financial Participation under the Short-Doyle and Drug Medi-Cal programs, whenever the service is eligible for reimbursement under these programs. These funds will be used to expand employment-related behavioral health services to StanWORKs recipients.

DSS will develop several "multi-service" sites. Behavioral health services will be provided at the same site as DSS staff, except as noted below, to facilitate easy access to StanWORKs recipients; communication with Welfare-to-Work staff; and to better integrate behavioral health services with employment related services.

For the purpose of this proposal, behavioral health services is defined as mental health, alcohol and drug, and domestic violence assessment and treatment services. Individuals often suffer from more than one problem area. While each aspect of behavioral health will be assessed in its own right, often there is a dynamic interaction between these different aspects. This interaction will be assessed and addressed in designing treatment services for StanWORKs recipients. These problems often affect the entire family and may create barriers to employment and/or sustaining employment.

SCREENING

The screening process is the means by which StanWORKs recipients are identified and referred for an assessment which will determine their need for supplemental behavioral health services. A Behavioral Health Care Services Screening Tool (attached) has been developed for this purpose. The tool is designed to screen for mental health, alcohol and other drugs, and domestic violence and family problems.

A Family Action Plan will be completed by DSS staff for all StanWORKs recipients prior to screening. The screening process may be initiated at any time during the Welfare-to-Work Program in response to a recipient's failure to secure or maintain employment, or to meet their obligations under their Family Action Plan. There may also be incidents when a recipient discloses information which presents a barrier to employment and causes a screening to be initiated. The decision to screen a recipient for supplemental behavioral health services will be made by the DSS case manager.

Completed screening instruments will be submitted to the Behavioral Health Assessment Team for review. Based on the results of the screening instrument, an assessment with the recipient will be scheduled, additional information may be requested from the DSS case manager, or a decision will be made that a behavioral health assessment is not necessary. All decisions related to a screening will be documented and communicated to the DSS case manager.

ASSESSMENT AND AUTHORIZATION FUNCTIONS

Introduction

StanWORKs adults who are screened by DSS case managers as having a possible mental illness, alcohol and/or drug, or family violence related barrier to employment, will be assessed by the integrated Mental Health/Alcohol and Drug/Domestic Violence Assessment Team. No mental health, alcohol and/or drug, nor domestic violence services pursuant to this plan will be provided without the authorization of the Assessment Team.

Assessment Team Composition

The Assessment Team will be composed of experienced Mental Health Professionals (Licensed and waivered), Substance Abuse Counselors and Domestic Violence Specialists.

Assessment Process

A key aspect of the assessment process will be the effective engagement of recipients who may deny behavioral health problems, are distrustful and resentful, or who may attempt to

manipulate the process. Care and sensitivity must be demonstrated by Assessment Team members despite unreliable or uneasy reporting which may occur by recipients. In eliciting an alcohol and other drug history, team members need to be alert to the characteristic defenses utilized by some recipients, i.e. rationalization and projection, and to take note of what the individual is attempting to conceal or contain while at the same time maintain an environment conducive to continued engagement.

Each assessment will be composed of at least one face-to-face interview with the recipient. Recipients will be assessed for mental illness, alcohol and other drugs, and domestic violence problems. Past relevant history, past treatment and diagnosis, current symptoms, and functioning will be considered in the assessment. Historical and current information about domestic violence, employment, family, health, legal concerns, and personal functioning will be elicited. Whenever possible, collateral and other independent reports will also be considered. An alcohol and drug use history will be gathered on all recipients. Additional diagnostic procedures may also be utilized, e.g. standardized assessment instruments, protective testing and physical examinations. DSM IV diagnosis(es) will be established for each recipient assessed.

The assessment will be family focused and strengths based. All families, no matter how troubled, have inherent strengths that can be built upon. It is also true that barriers to the employment of the adults in a household may involve all family members. Services may be authorized to address the entire family's needs, to enhance the family strengths and to maximize existing support systems.

Confidentiality

All persons screened as requiring an Assessment will be informed prior to the assessment of their rights and responsibilities. No assessment or treatment services will be provided without the written consent of the recipient. All information obtained will be treated as confidential pursuant to existing confidentiality statutes. A recipient's reluctance to disclose sensitive information is often lessened by a frank discussion about why this information is important and how it will be used, as well as safeguards to confidentiality. But no assessment or services will be provided unless recipients consent to the sharing and release of relevant information necessary to meet Welfare-to-Work requirements to appropriate DSS Staff.

Authorization Process

Recommendations will be developed as a part of each assessment. These recommendations will be incorporated into the recipient's Family Action Plan. In addition, a Behavioral Health Service Plan will be developed which specifies goals, responsibilities of recipients and authorized behavioral health services. Any changes to the Behavioral Health Service Plan must be authorized by the Behavioral Health Services Assessment Team.

Alcohol and drug treatment recommendations and placements will be based on the American Society of Addiction Medicine Criteria adapted for use in California Alcohol and Drug Programs. Mental Health Service authorizations will be based on Short-Doyle Medi-Cal service categories. Domestic Violence service authorizations will be based on the California Alliance Against Domestic Violence criteria.

Determination of Disability

Assessment Team members will be generally familiar with Social Security/SSI psychiatric disability determination criteria. If as a result of an assessment it is determined that a recipient may be eligible for a social security disability and/or SSI, an application will be initiated and facilitated.

Referral to Existing Systems of Care

Some StanWORKs recipients may have serious and persistent mental illnesses, serious alcohol and other drug addictions, family problems, or children who are seriously emotionally disturbed. If it is determined a recipient may be eligible for and may be better served by the Adult System of Care, Alcohol and Drug System of Care, or the Children and Youth System of Care Services and are not currently served by them, a referral will be facilitated to the Mental Health Access Team and/or the Central Intake and Referral Team. They will not receive their services from StanWORKs Behavioral Health Services, but from the existing specialty mental health services under the DMH Plan.

Communication and Linkage

Recommendations will be documented and presented in writing to the DSS case management Unit to which the recipient is assigned. Family Action Plans and Behavioral Health Service Plans will be monitored in weekly multi-disciplinary meetings between the assessment team and DSS case management units.

Documentation

Relevant history, findings of diagnostic tests, observations, functional assessments, and justification for DSM IV diagnoses, as well as recommendations and service plans, will be documented. They will be entered into a confidential written record. The record will be the property of the DMH and will be subject to DMH Medical Records Policies.

In order to coordinate services efficiently and in order to comply with the existing confidentiality requirements, information will be shared between agencies upon completion of the Interagency Release/Exchange of Information Form, which is signed by the StanWORKs recipient and is included in the confidential written file.

CASE MANAGEMENT AND TREATMENT SERVICES

A four-tier model will be utilized to provide mental health and alcohol and drug treatment services to adult StanWORKs recipients: General Support Services; Supplemental Services; Specialty Services; and Wellness/Recovery Services.

General Support Services

General support services are intended for the general TANF population attempting and/or succeeding with employment, not necessarily those who need supplemental behavioral health services. They are intended to integrate behavioral health concepts and skill development with employment related services. These services will be available to all providers in the StanWORKs plan:

- Consultation and technical assistance to employment services providers regarding integrating behavioral health concepts in employment related activities.
- Introduction to Recovery. Education and materials to beneficiaries regarding behavioral health recovery concepts. Intended for those individuals who may have behavioral health problems, but which are not barriers to employment.
- Support Systems Development for TANF recipients who are working toward employment. May be delivered as consultation to providers or direct work with groups of recipients. Intended to help recipients who may not have behavioral health barriers to employment but need personal support from family and friends to make the transition to employment.
- Group Co-Facilitation with employment service providers or peers.
- Relapse Prevention Education Groups for persons who have been successful in achieving employment but who have behavioral health problems.
- Parenting Skills Development. Many parents may find barriers to employment related the behavior or parenting needs of their children. This service is intended to address this need in the general TANF population.

Supplemental Behavioral Health Services

The core services of this plan are the supplemental behavioral health services which are designed to assist individuals in overcoming behavioral health barriers to employment. These will be primarily provided at the "multi service" sites. They are delivered by a special team separate from existing DMH service Systems. It can be conceptualized as a new employment oriented System of Care.

- Ongoing evaluation/assessment services to identify barriers and needs not initially identified.
- Individualized treatment planning.
- Behavioral Health Case Management Services (Individual Life Skills Management, Linkage, Coordination).
- Short Term Transition Support Services.
- Medication Evaluation/Assessment and Referral Services. Initial psychiatric evaluation will be provided to those individuals needing a specialty assessment otherwise psychiatric medication needs will be coordinated with primary care providers.
- Time limited, brief psychotherapy delivered individually or primarily in groups.
- Individual and group Relapse Prevention services.
- Family counseling and support services.
- Referral and linkage to community based support services.
- Service coordination with DSS staff.
- Domestic Violence Education and Intervention.

Specialty Mental Health and Alcohol and Drug Services

Specialty Mental Health services are those provided by the local Mental Health Plan for which TANF recipients may be eligible. Where TANF recipients are eligible for Specialty Mental Health Services and would be better served by such services, they will be referred to the Mental Health Access Team. Specialty Alcohol and Drug Services will be provided by the Alcohol and Drug System of Care and/or will be purchased from the existing Alcohol and Drug Treatment contract providers. TANF recipients who are eligible for Specialty Alcohol and Drug services will be referred to the Alcohol and Drug System of Care Central Intake and Referral Team.

- Emergency Psychiatric Services do not need pre-authorization.
- Psychiatric Inpatient are primarily for persons who are an immediate danger to themselves or others or who are gravely disabled.
- System of Care (Children/Youth, Adult and Older Adult) services are comprehensive team delivered services including intensive case management, individual, group and family therapy, employment and housing services and day treatment services for seriously and persistently mentally ill adults or emotionally disturbed children and youth.
- Residential Alcohol and Drug Treatment Services.
- Opiate Detoxification and/or Methadone Maintenance Services.
- Perinatal Substance Abuse Services.

Peer/Recovery Services

Supplemental behavioral health services after recipients have exceeded their eighteen or twenty-four month time limits will be delivered through peer support and recovery oriented groups.

- Peer Support Service which are groups and other services sponsored by Substance Abuse Services Alumni Association and the Peer Advocacy Network, consumer organizations associated with DMH.
- Relapse Prevention are time limited, professionally and peer facilitated groups focused on developing skills necessary to understand, anticipate and prevent relapse of alcohol and other drug abuse and mental illness symptoms.
- Family Mentoring Services are provided by successful consumer families who assist and support other families who are experiencing difficulty within their families.
- Recovery Support Groups are peer led, ongoing, open ended recovery oriented groups.
- Life Transition Skills are time limited, professionally and peer facilitated groups focused on the support and skills necessary to make the transition from welfare dependency to work and recovery from behavioral health problems.
- TANF Support Groups will be peer led support groups utilizing TANF recipients as group leaders and role models. Purpose is to encourage and support TANF recipients in maintaining employment.
- Paid and community service positions will be created to deliver many of the services in the general support and ongoing support services after time limits. DMH will provide the necessary training, supervision and support.

TRAINING

It is the intent of the DMH, in partnership with DSS and Haven Services' training staff and other resources within Stanislaus County, to develop a training plan that will meet the training needs of the three Departments. This will require cross-training for all parties as there are distinct languages and cultures inherent in each agency.

Anticipated training needs of behavioral health staff include:

- ❑ Welfare-to-Work program requirements and time limits;
- ❑ StanWORKs program structure and processes;
- ❑ Philosophy and attitudes employed in the program;
- ❑ Available employment related services;
- ❑ The role of Employment Services Coordinators and Case Managers;
- ❑ Service planning processes;
- ❑ Cultural Competence; and,
- ❑ Engagement strategies for persons who are ethnically diverse and with behavioral health problems.

Anticipated training needs of Welfare-to-Work and employment services providers include:

- ❑ Overall structure and processes of the StanWORKS behavioral health plan;
- ❑ How behavioral health problems manifest themselves as employment barriers;
- ❑ Use of the Supplemental Behavioral Health Services Screening Tool;
- ❑ Characteristics of persons with behavioral health problems that may be manifested in StanWORKS (e.g. denial, minimizing, etc);
- ❑ Cultural Competence;
- ❑ Engagement strategies for persons who are ethnically diverse and with behavioral health problems;
- ❑ Limitations of services provided under the behavioral health plan;
- ❑ Possibility of and methods of avoiding beneficiaries "splitting" and pitting of one provider against another;
- ❑ The role of peer support and recovery concepts that can be used with individuals;
- ❑ The process of behavioral health assessment; and,
- ❑ Types of behavioral health supplemental and specialty services available.

The DMH recommends that special focus be placed on exploring attitudes toward welfare recipients and the barriers they encounter in entering the work force. The barriers targeted in this case include mental health, drug and alcohol and domestic violence issues. A central goal of the training program will be for DSS, DMH and Haven staff to view program participants as able to work.

The DMH recommends that the training plan includes the involvement of current and/or former AFDC/TANF recipients and persons recovering from alcohol and other drug problems, mental illness, domestic violence, and professional staff from all three agencies.

SUMMARY

The behavioral health care program, as part of overall DSS StanWORKS Plan, will provide supplemental integrated, multi-disciplinary, family focused and culturally relevant services to move TANF recipients from dependency to employment and self-sufficiency. The DMH will be the provider of mental health and alcohol and drug services as described in this plan. The Haven will be the provider of domestic violence services. In addition, general support services will be provided to eligible TANF recipients who may need such services as part of their Family Action Plan. Finally, employment opportunities and community service positions will be provided within the behavioral health plan for beneficiaries who will be trained to provide peer oriented support services.

ATTACHMENT

Behavioral Healthcare Services Screening Tool

To be completed by Employment Coordinator with the participant's help at the time the participant fails to secure and/or maintain employment. May also be completed at the time the participant discloses issues related to Mental Illness, Substance Abuse or Domestic Violence which pose barriers to gaining employment.

Name:_____ SS#:_____

1. Do you have any family problems?
   - ☐ A disabled or handicapped child?
   - ☐ Child behavior problems?
   - ☐ Other_____?
   - ☐ Elderly or disabled relative?
   - ☐ Family conflicts?
2. Are you handicapped or disabled or do you have any serious injury or illness which would affect your employment? **Y** or **N** If yes, please describe:_____
3. Are you taking any medications? **Y** or **N** If yes, please list name and purpose of each:_____
4. How many days per week do you normally drink alcohol?_____How much do you drink when you drink?_____ When was your last drink? _____
5. Have you ever used:

Heroin?	**Y** or **N**	Date last used? _____
Marijuana (Pot)?	**Y** or **N**	Date last used?_____
Cocaine?	**Y** or **N**	Date last used?_____
PCP/LSD?	**Y** or **N**	Date last used?_____
Amphetamine?	**Y** or **N**	Date last used? _____
Other drugs?	**Y** or **N**	Date last used_____

   (Specify other drug_____
6. Has drug treatment ever been recommended to you? **Y** or **N**
7. Have you ever participated in alcohol/drug treatment? **Y** or **N**
8. Do you attend AA and or /NA? **Y** or **N** If yes how long is your clean time?_____
9. Have you ever lost or been denied a job due to your use of alcohol or drugs? **Y** or **N**
10. Have you ever failed an employment drug screening? **Y** or **N**
11. Have you ever been convicted of a alcohol/ drug or related offense or a DUI? **Y** or **N**
12. Have you ever seen a counselor, a psychologist or a psychiatrist? **Y** or **N**
13. Have you ever been hospitalized for emotional problems? **Y** or **N**
14. Have you ever experienced emotional problems such as sadness/depression, nervousness, nervous breakdown, mood changes, etc. **Y** or **N**.
15. Have you been under any stress lately that has caused problems with your partner? **Y** or **N**
16. Do your fights with your spouse or significant other ever become physical? **Y**or **N** Have you ever been hit? **Y** or **N**
17. Are you involved in an abusive relationship? **Y** or **N**
18. Have any of these ever prevented you from getting or keeping a job? **Y** or **N**