

Community Team

1	Do key stakeholders (schools, child welfare, juvenile justice and mental health providers) regularly attend community team meetings?	A	M	S	L	N
2	Do Family members and youth regularly attend community team meetings?	A	M	S	L	N
3	Do community team members regularly receive minutes, timely meeting reminders, and membership list updates?	A	M	S	L	N
4	Is the community team's work driven by a clear mission and vision of which members are regularly reminded?	A	M	S	L	N
5	Is the community team actively reviewing and working on a strategic plan to improve community services to children, youth, and families?	A	M	S	L	N
6	Are community team meetings led effectively and efficiently from an agenda that addresses pertinent issues?	A	M	S	L	N
7	Does the community team or executive team regularly analyze data, review budgets, and participate in decisions that effect wraparound services?	A	M	S	L	N
8	Are Systems of Care values and principles being incorporated into what you do?	A	M	S	L	N

Special Projects

1	Is your special project staff sufficiently staffed?	A	M	S	L	N
2	Is the budget monitored?	A	M	S	L	N
3	Are regular reports of progress shared?	A	M	S	L	N
4	How would you rate the enthusiasm of the staff and community team around this special project?	A	M	S	L	N

Family & Youth Involvement

1	Are youth and family members regularly encouraged and trained to actively participate in all levels of SOC planning, implementation, monitoring, and evaluation?	A	M	S	L	N
2	Do family members regularly plan and participate in group meetings that help them address ongoing needs in the areas of support, education, relationship building, and leadership	A	M	S	L	N
3	Are youth regularly plan and participate in group meetings that help them address ongoing needs in the areas of support, education, relationship building, and leadership development.	A	M	S	L	N

Wraparound Treatment

1	Is every effort made to make families feel supported and informed during the referral, intake and throughout the process?	A	M	S	L	N
2	Are referrals reviewed and the referred family contacted within two weeks of receipt of the referral and taken to the next scheduled referral team for review and acceptance?	A	M	S	L	N
3	Is the referral source informed of the team's decision in a timely manner?	A	M	S	L	N
4	If a family is placed on a waiting list, is OSOC staff informing the family they are being placed on the waiting list with an estimate of when they may begin OSOC services?	A	M	S	L	N
5	Is the Strength, Needs, and Cultural Discovery (SNCD) reviewed at every family team meetings?	A	M	S	L	N
6	Is the family's LR Vision identified during the SNCD process and utilized throughout the wraparound process?	A	M	S	L	N
7	Are OSOC staff available to respond to after hours crises?	A	M	S	L	N
8	Do all families have a family team comprised of both natural and formal supports?	A	M	S	L	N

Chart Review

1	Referral form was completed	A	M	S	L	N
2	SNCD is in a narrative form and has been reviewed by family	A	M	S	L	N
3	Wraparound treatment plan has been completed with goals that relate to entire family team	A	M	S	L	N
4	Family treatment team identified	A	M	S	L	N
5	Documentation of wraparound meetings with lists of informal & formal support members who have attended	A	M	S	L	N
6	Progress notes are completed after each contact with family	A	M	S	L	N
7	Progress notes and chart notes are written in strengths-based language by staff.	A	M	S	L	N
8	Crisis plan is completed based on the needs and strengths of the family	A	M	S	L	N

Evaluation

1	Are process and job duties identified to complete evaluation instruments, enter the data and send to the SOC Evaluator?	A	M	S	L	N
2	Is the data being entered into the YIS Systems of a regular basis?	A	M	S	L	N
3	Do direct care staff understand how to complete evaluation instruments and submit them in a timely manner?	A	M	S	L	N
4	Do families have the opportunity to review their data reports in a therapeutic manner?	A	M	S	L	N
5	Have the site level reports been shared with Community Team members during community meetings and the results used for site level program planning?	A	M	S	L	N

Host Agency

1	Does the PD understand the budget and billing issues and able to have influence over each?	A	M	S	L	N
2	Is there a good working relationship between the host agency and community team?	A	M	S	L	N
3	Does the PD receive the support they need to do their job from the host agency?	A	M	S	L	N
4	Does the PD and their supervisor or the executive director communicate on a regular basis?	A	M	S	L	N
5	Is the host agency familiar with wraparound?	A	M	S	L	N

Outreach

1	Are presentations made to stakeholders on a regular basis?	A	M	S	L	N
2	Does the project director enjoy a good working relationship with the community, Community Team members and staff?	A	M	S	L	N
3	Do regularly scheduled outreach and public awareness events occur?	A	M	S	L	N
4	Are brochures and other social marketing materials utilized?	A	M	S	L	N
5	Do you participate in any state sponsored outreach activities?	A	M	S	L	N