

FFY2020 PSSF TA Q&A 03/13/2019 – 03/15/2019

19.	<p>We administer the AAPI-2B post-test at the conclusion of parenting classes. We typically include this in the parenting classes and do not count it as a second assessment. Is this acceptable or do we need to label it as a second assessment? <i>If you administer an AAPI as a post-test at your final parenting class, it is not considered a 'separate assessment' so it does not need to be listed as such on the SDS, Form #5. However, it should be included in your description of those parenting classes on Services, Form #4.</i></p>
2.	<p>The instructions for the Service Delivery Schedule, Form #5, state that case management services cannot exceed 20% of the Total Cost of Services. Our revised and approved SDS for the current contract year does exceed that amount (21.6%). Will our proposal use these same numbers for the SDS that I am preparing? <i>You can use your revised percentage for case management in your proposal, however, you will need to justify the need for the elevated percentage. Indicating that it is 'what you have now' is not sufficient explanation. If you do so, it is likely to impact the review results.</i></p>
3.	<p>We have been asked to provide transportation to families to attend the parenting classes. Would we add Transportation as a service on our SDS? We are planning to provide bus passes or uber if needed. We would not be directly providing the transportation. <i>If you include an expense on the budget to reimburse or subsidize transportation for participants so that they can attend a PSSF activity, then you need to include that as a service on your SDS.</i></p>
4.	<p>We have reviewed the list of evidence-based programs in Section B and are interested in using Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) for parents of children who have experienced abuse/neglect, in concert with TF-CBT for their children. Section B in the SoN states this treatment approach is effective for children ages 3-18 but does not list parents as a target population. The California Evidence-Based Clearinghouse states this approach is appropriate for parents/caregivers of children ages 3-18 but does not show a scientific rating for the parent population (only for the child population). Would this be an acceptable program for a PSSF Family Preservation program? <i>Yes, it would be acceptable if you were utilizing the practice for both the children and their parents but it would not be if your proposed utilizing it only for the parents.</i></p>
5.	<p>Are families who have had a substantiated and closed investigation eligible for a FPS/Placement Prevention program? <i>Yes. Often providers will receive the referral from DFCS to provide short-term ongoing support when a low risk case is closed.</i></p>
6.	<p>We have previously had E-Verify but need to re-apply. They are telling us that we have to do a five lessons tutorial and take a test. Is this really necessary for a PSSF contract? <i>The State of Georgia requires that all contractors utilize E-Verify so all applicants must have an authorization # and date of authorization to demonstrate that they satisfy the requirement. As it is a federal process, you must satisfy the federal requirements.</i></p>
7.	<p>Since .50 average duration is pre-filled on the SDS for all parts of Case Management, I assume we do not change any of these? <i>PSSF has set ½ hour as the base standard duration for a single 'unit' of case management. If you have a longer period to report, then you would report multiple units. This is the only PSSF service that is calculated/reported this way. All other service durations are based on the average duration of a typical contact.</i></p>
8.	<p>We are in the process of completing Form 10, the DFCS Acknowledgement. Under proposal details it asks, "Information we can provide to you on cases referred for services"; We are curious as to who "we" and "you" are. Should this portion be completed by the applicant or the DFCS director? <i>On the form, "we" would be the applicant and "you" is DFCS. That is in Section A of the form, which the applicant completes before sending to DFCS.</i></p>

9.	<p>Do we list all covered employees on the Services form? Or only the ones that are going to be providing the services? We have some administrative salaries that we usually include on our budget. Where would we list those employees and qualifications?</p> <p><i>On the Services form, you only report personnel involved in providing direct services as summarized on the SDS.</i></p> <p><i>On the Budget (and in the Budget Narrative) you include the expenses for all personnel who have a role in the provision of services. In addition to individuals providing direct services, this would include the cost of supervision and/or the cost for administrative oversight.</i></p>
10.	<p>We plan to propose Prevention and Early Intervention services at our agency. We already receive funding from DFCS for an Afterschool Care program. Would we be able to serve the same children and families that participate in that program? The services and intent of the programs are very different.</p> <p><i>You are not prohibited from submitting a proposal to serve families if you have another contract with DFCS. However, your proposal will have to demonstrate that there are clear lines (referral criteria, services, outcomes, etc.) that distinguish the programs from each other and that there is a process for insuring that there is no duplication of services.</i></p>
11.	<p>Just for clarification... Are we to include a total for all personnel expenses on the Budget (excel form) and then use the Budget Narrative to provide details on direct and indirect time plus how these were calculated?</p> <p><i>Yes.</i></p>
12.	<p>We provide a stress/anger management class. Would that fulfill the new PEI required life skill service?</p> <p><i>Yes, it could. However, all life skills activities should result in a measurable change in the participants. This could be demonstration of increased knowledge (based on a pre- and post-test on content), a skill learned (developing nutritional menus), or production of something tangible (like a draft resume). This expected change should be incorporated into your evaluation of that service.</i></p>
13.	<p>I cannot log into the PSSF provider site. I keep getting "Invalid user name. Please try again."</p> <p><i>The login site for FFY2020 proposals will not be active until March 28. If you are using the current provider portal login for PSSFWeb reporting, you will get an error message. However, the two logins are not interchangeable. You will only be able to use your SoN user name and passwords to login to that site and only after March 28.</i></p>
14.	<p>I went through this last year, our scanner does not offer a 150 DPI. The options close to 150 are either 100 or 200. I have attached the different options. Please let me know which to scan in.</p> <p><i>Either would be fine as long as the information required is clearly legible on the scanned document. The intent was to discourage scanning at high resolutions which can result in upload or download issues due to the large size of those files.</i></p>