



# ACS Provider Bulletin



Cross Divisional

Foster Care

Preventive

Juvenile Justice

Early Care and Education

Wednesday, January 8, 2014

## Dear Provider Community:

It is with great pleasure that I introduce myself to you as the new Commissioner of the New York City Administration for Children's Services (ACS) in Mayor de Blasio's Administration. As the Mayor made clear to me and the rest of the City, he cares deeply about improving services for children and families, understands the core of our mission, and is committed to the success of our agency.

ACS has a significant responsibility to protect and strengthen the lives of the children, youth, and families that we encounter in our child welfare, juvenile justice, and early care and education systems. We cannot do it alone, and I look forward to collaborating with providers, advocates, elected officials, and other City agencies to address the issues with which our families struggle, including homelessness, mental health concerns, special medical needs, substance misuse, and adequate access to education.

Building upon an existing foundation, my goal is to enhance ACS' ability to be a "helping agency," one which exists to make a difference in the lives of children and families. There is no greater responsibility than protecting the lives of children. I also want to deepen our work in preventive services so that families access the critical services that they need. As the number of children in foster care continues to drop, we must focus on well-being, in addition to safety and permanency, to improve outcomes for our children. Through this framework, we must ensure that our children graduate from high school, go on to college, get jobs and are able to maintain healthy relationships. ACS will continue to deepen our juvenile justice work, keeping New York City's young people connected to family, community, and education while holding them responsible for their actions. And we will insist that our youngest residents have access to high quality early care and education, so that we do our part to deliver on Mayor de Blasio's promise of Universal Pre-Kindergarten for all children.

Throughout my career, I met regularly with the children, youth, and families served across the various systems. I intend to continue to do this at ACS so that we incorporate their voices and perspectives in our work.

I am truly excited to become ACS Commissioner, and work side-by-side with our new Mayor and each of you to make better the lives of vulnerable New Yorkers. I looked forward to collaborating with you as we transform New York City to be more equitable for all.

Sincerely,

Gladys Carrión  
Commissioner

## Cross Divisional

### Draft Policies for Public Comment

The following draft policies have been issued for public comment due by Monday, February 3, 2014 at 5:00 p.m.

#### Credentialed Alcohol and Substance Abuse Counselors (CASACs)

Children's Services has partnered with the New York State Alcoholism and Substance Abuse Services to place a Credentialed Alcohol and Substance Abuse Counselor (CASAC) at each Children's Services Division of Child Protection borough office to make assessments and referrals. CASACs are also housed at additional locations where they can provide treatment services for parents, children, and/or other family members living with or affected by the identified client's substance use disorder.

[Read the draft policy](#)

#### Intake Procedures for Referrals to Preventive Services by the Division of Child Protection

Children's Services and our preventive services provider agencies have a shared vision for the safety and well-being of New York City's most vulnerable children. In order to best support and engage families involved in child protective investigations, it is critical that staff provide timely preventive services referrals and Transition Meetings. This policy reinforces the shared responsibilities of preventive services providers and child protective staff, as well as outlines the referral process and expectations for the Transition Meeting.

[Read the draft policy](#)

#### Referral Procedures for Early Care and Education Services for Children in Foster Care and Children Receiving Child Protective or Preventive Services

Children's Services has revised the referral process for early care and education services (child care and/or Head Start) for children in foster care, children receiving preventive services, children whose parents or caretakers have open child protective cases, and the children of teenage/young adult parents in foster care. This policy describes the revised referral process using the *ECE 002 Referral for Early Care and Education Services* form, which replaces the *CS-186D-2 Referral for Child Care and Head Start Services* form.

[Read the draft policy](#)

We value your feedback and welcome your comments via e-mail to [draft.policy.comments@dfa.state.ny.us](mailto:draft.policy.comments@dfa.state.ny.us).

## CALENDAR OF EVENTS

### SAVE THE DATES

Join the  
ACS Office of Parent Support and  
Recruitment

For A  
Town Hall Recruitment Fo  
Wednesday, January 15, 2014  
6:00 p.m. to 8:00 p.m.  
Fort Washington Collegiate Church  
729 W. 181st Street  
New York, NY 10033

Tuesday, January 21, 2014  
5:00 p.m. to 7:00 p.m.  
NYC Administration for Children's Services  
150 William Street, 8th Floor/Conf. Rm 8A-1  
New York, NY 10038

Tuesday, February 25, 2014  
5:00 p.m. to 7:00 p.m.  
NYC Administration for Children's Services  
150 William Street, 8th Floor/Conf. Rm 8A-1  
New York, NY 10038

## JOIN OUR MAILING LIST

[Click here to send a new name and  
email address](#)

## FEEDBACK

[Click here to share comments and feedback  
about the bulletin](#)

Archived Bulletins



Comments can also be sent by mail to:

ACS Policy Unit  
150 William St., 17th Floor, RM H-2  
New York, NY 10038

## Foster Care

### Kindergarten Admissions Information 2014

For students that are born in 2009, the process for admission to Kindergarten begins now for the 2014-2015 school year. The kindergarten application period runs from January 13 – February 14, 2013.

The ACS Office of Education Support and Policy Planning has compiled the Kindergarten Admissions Information for 2014 to help providers understand the admission process and assist parents with ensuring all students who are turning five are enrolled in school. [Click here to read Kindergarten Admissions Information 2014.](#)

If you have any questions or concerns, please feel free to reach out to the Office of Education Support and Policy Planning at [education.unit@dfa.state.ny.us](mailto:education.unit@dfa.state.ny.us)

### Visitation and Permanency Training

The James Satterwhite Academy is offering additional sessions of Visitation and Permanency Training for provider agencies. Children's Services Visitation Policy sets out guidelines for the creation of high quality and safe family visitation plans utilizing the least restrictive appropriate level of supervision. The policy also provides case practice guidelines when assessing, arranging, and implementing visitation between children and their families.

The Agency's Permanency Policy provides direction to ACS and foster care provider agency staff on permanency planning for children and youth in foster care, utilizing concurrent planning strategies and casework activities. The goal of this policy is to reduce the time to permanency for children in foster care. The policy emphasizes the use of adoption and Kinship Guardianship as permanency options when reunification is not possible within reasonable timeframes.

Participants must register in STARS for each session. Please contact Mary Ann Coleman at 646-935-1539 or [mary.coleman@dfa.state.ny.us](mailto:mary.coleman@dfa.state.ny.us) with any questions. [Please click here for the training schedule for January, 2014](#)

## Preventive Services

### Children's Services Education Forum

The next meeting of the Children's Services Education Forum will be held on Wednesday, January 15, 2014 from 9:30-11:00 a.m. at 150 William Street, 13th floor Training Center, New York, NY.

Presenters will include Gentian Falstrom Director of Elementary Enrollment, NYC Department of Education, Office of Student Enrollment who will discuss the changes in the kindergarten admissions process, including the on-line application and mandatory school-age issues. There will also be a discussion of the recent changes to the high school equivalency examination and the implementation of the new *Test Assessing Secondary Completion (TASC)*, which has replaced the General Equivalency Diploma (GED) examination as of January 2014.

For additional information please contact the ACS Office of Education Support and Policy Planning: [education.unit@dfa.state.ny.us](mailto:education.unit@dfa.state.ny.us)

## Juvenile Justice

There are no Juvenile Justice announcements in this edition.

## Early Care and Education

### Disabilities Symposium on January 14, 2014

Please join us on January 14 from 8:30 a.m. – 1:00 p.m. for *Expanding Opportunities in Head Start, Early Childhood Programs and Family Child Care Programs*: Cross-Systems Collaboration to Support the Inclusion of Preschool Children with Disabilities. All EarlyLearn NYC programs are invited to attend.

The symposium will take place at NYU's Kimmel Center, 60 Washington Square South, 4th floor, Eisner & Lubin Auditorium, New York, NY 10012.

Topics at this free symposium include: Serving Children with Disabilities in Head Start: Past, Present and Future Goals and Implementing Head Start Performance Standards; Implementation of Education Law and Regulations; Federal (IDEA), New York State and New York City Regulations and more. Registration is mandatory for attendance. *Please pre-register* at <http://www.eventbrite.com/e/nyc-disabilities-symposium-tickets-9248150467#>

### January Citywide Directors' Meeting on January 15, 2014

The January Citywide Directors' Meeting will take place on Wednesday, January 15, at the Nicholas Scoppetta Children's Center in the Auditorium located at 492 First Avenue, New York, NY 10016. The morning session will be 9:15 a.m.-12:30 p.m. and afternoon session will be 1:15 p.m.-4:30 p.m. Please select ONE of the sessions for attendance.

Topics to be addressed include Self-Assessment 2014 and many other essential issues; ACS staff will be available to answer your questions.

Registration is mandatory for attendance. Please pre-register for one of the sessions at :

<http://www.eventbrite.com/e/citywide-elnyc-directors-meeting-january-tickets-9790125529>. For more information, contact [Barbara Alicea, Community Relations Coordinator.](#)

[To unsubscribe to the ACS Provider Bulletin click here](#)