

## CPC Family Guide

### Empowering Families to Raise Children to Their Fullest Potential

#### CPC Partners:

Any Baby Can

ARC of the Capital Area

Austin Child Guidance Center

Austin ISD

Child & Adolescent Psychiatry, UT Austin Dell Medical School

Del Valle ISD

Family Members

Integral Care - Child & Family Services

Integral Care - Intellectual & Developmental Disabilities

Lifeworks

Maximus-Medicaid Managed Care

Parent/Youth Community Volunteers

Pflugerville ISD

Texas Child Study Center

Texas Department of Family & Protective Services

Texas Health & Human Services Commission

Texas Department of Health Services

The Children's Partnership

Travis County Health and Human Services

Travis County Juvenile Probation Department

TRIAD Program

#### What is CPC?

- CPC is a community group that meets with families to create an individualized list of recommendations to support the child/youth and family
- CPC is a partnership between families and the community to support best outcomes for the success of children and youth with complex needs
- CPC recognizes the essential value of families as partners in supporting the success of children
- CPC acknowledges the family's expertise and dedication regarding their child's complex needs
- Participation in a CPC session is always voluntary and a family/caregiver should never feel pressured to participate

#### How can CPC partner with my family?

- Create recommendations to help the child/youth and family
- Identify available community resources & supports for the child and family
- Strengthen the child & family's support systems
- Empower the child and family to reach their fullest potential

#### Why do the CPC partners participate in the meeting?

- They want to partner with children and families for success
- They believe that as a community, CPC can support a family in creating a list of recommendations that will foster success by bringing together the right people with the right resources
- These members provide ideas and resources, knowledge and expertise, as well as passion for children and families

#### What happens during a referral to CPC?

- Family will receive a call from the referring agency to:
  - Ask if the family is interested in participating in a CPC session
  - Answer any questions family may have
- Family signs consent allowing representatives of CPC partner agencies to participate in the CPC Family Session
- CPC session is scheduled
- Completion of CPC Referral Packet:
  - Packet completed by referring agency in partnership with the family
  - Family and referring agency gather documents for referral packet
  - Packet will include information on child/youth and family's history, strengths, challenges, and successes.
- Packet submitted to CPC Liaison

## What happens at a CPC Session?

- Parent/Caregiver attends CPC session. Child/youth may attend session if they chose to
- If desired parent brings support person(s)
- Each family meets with the group for approximately 35 minutes
- Parent and/or agency representative briefly share the child and family's strengths, current challenges, successes, and needs with a focus on how things are going at home, at school, and in the community
- At the session the parent and the group will create a list of recommendations for the child/youth and family
  - Families may ask questions and share information they feel is important
  - CPC members may ask the family and support person(s) questions
  - CPC members will share information
  - Resources and supports will be identified
- The CPC recommendations will be developed and written to include resources to explore and the community member responsible for assisting family in their exploration
- A CPC partner will be identified to work with the family implementing their list of recommendations
- Supports available before, during, and after the session are:
  - Partner from child/family's referring agency
  - CPC members
  - Family partners of CPC
- If family arrives more than 15 minutes late to their CPC session, the session will need to be rescheduled
- If a family needs to cancel or is unable to attend their scheduled CPC session, their referring agency may request to have the session rescheduled. After the second cancellation, the family will need to contact CPC Community Liaison Susie Kirk (512-854-4868) directly to schedule a third session

## Mandatory Reporting of Abuse/Neglect

- Parent should be aware that if any abuse or neglect disclosures occur at the session it will be reported to CPS
- If there is a reportable disclosure during the session a CPS representative will take the lead on informing the family regarding the CPS report

## Next Steps with CPC

- Immediately following the session there will be a smaller 15-20 minute meeting in a smaller room where a CPC member will review the list of CPC recommendations with the family, answer any questions, and discuss next steps
- The family will be provided a copy of the list of CPC recommendations and corresponding information
- Family will be asked to participate in a survey evaluating their CPC session
- Family, the CPC partner, and others will put the recommendations into action
- Family and/or the CPC partner can request further consultation by contacting the CPC Liaison
- If you are unsatisfied with any portion of your CPC experience, you may file a formal complaint by following the process guide provided to you in the parent folder.

## Contact Person(s):

Referring Agency Staff: \_\_\_\_\_ Phone: \_\_\_\_\_  
CPC Liaison: \_\_\_\_\_ Phone: \_\_\_\_\_