Wraparound Child and Family Team Meeting

What is a Wraparound Child and Family Team Meeting?

1. **(Team)** A meeting including multiple identified Child and Family Team (CFT) members which will always include the Child/Youth and Caregiver(s) and also may include: siblings, extended family, informal supports (friends, neighbors, coaches, tribal members, etc.), formal supports (Wraparound team, therapist, educational team, Probation, CWS, etc.).

2. **(Purpose)** A meeting with the goal of planning to achieve permanency, safety, and well-being for the child.

3. **(Principles)** A meeting centered on family voice and choice, based on assessment of needs and strengths.

4. **(Formal Structure)** A meeting with a structure that includes group agreements developed early in the process, identification of client’s strengths and needs, identification of informal supports, creation/review of action steps for each meeting.

5. **(Planning)** A meeting in which a Wraparound CFT action plan is developed and agreed to by the Child and Family Team. Specific action steps are developed and previous Wrap CFT action plans are reviewed. The plan is documented on the Pathways to Well-Being CFT Meeting Progress Summary and Action Plan form, found here: [https://theacademy.sdsu.edu/wp-content/uploads/2017/02/Progress-Summary-and-Action-Plan-3-10-17-2.pdf](https://theacademy.sdsu.edu/wp-content/uploads/2017/02/Progress-Summary-and-Action-Plan-3-10-17-2.pdf)

6. **(Billing and Documentation)** A meeting using Intensive Care Coordination SC 82, and Evidence Based Practice (EBP) Service Indicator 92. Wrap CFT meetings are documented using the CFT Meeting Note template.

- If a service provider is an active participant in a Wraparound CFT Meeting with elements 1-6, they can bill service time for the duration of the meeting which includes unique contributions and time spent actively listening. Each provider must complete their own note and the sum service time billed may add up to more than the duration of the meeting.

- There is not a specified limit or amount of Wraparound CFT meetings that can occur, rather the frequency should be based on the child and family’s need and medical necessity.

Common Intensive Care Coordination (ICC) activities that do not qualify as a Wraparound CFT meeting:

- Individual meeting between Wrap provider and client’s caregiver(s) focusing on client permanency, safety and well-being.

- Individual meeting between wrap provider and formal/informal support with the purpose of coordinating supports to achieve client permanency, safety, and well-being.

- Phone call between Wraparound provider and client, caregiver(s) or client’s supports to ensure client’s complex needs are being met.

- Planning and check-ins with client and family in between a formal Wraparound CFT meeting.

Not all services that qualify for service code ICC 82 will be a Wraparound CFT meeting. If an ICC service is provided that is not a Wrap CFT meeting, the provider may only bill service time for their unique contribution to the meeting and will use the ICC progress note template rather than the Wrap CFT template.