December 21, 2012

The Honorable Carl Seel, Chair
Joint Legislative Audit Committee

The Honorable Rick Murphy, Vice Chair
Joint Legislative Audit Committee

Dear Representative Seel and Senator Murphy:

Our Office has recently completed an initial followup of the Department of Economic Security, Division of Children, Youth and Families—Child Protective Services—In-Home Services Program regarding the implementation status of the 8 audit recommendations (including sub-parts of the recommendations) presented in the performance audit report released in April 2012 (Auditor General Report No. CPS-1201). As the attached grid indicates:

- 1 has been implemented;
- 5 are in the process of being implemented; and
- 2 are not yet applicable.

Our Office will conduct an 18-month followup with the Department on the status of those recommendations that have not yet been fully implemented.

Sincerely,

Dale Chapman, Director
Performance Audit Division

DC:ss
Attachment

cc: Clarence Carter, Director
Department of Economic Security
**Department of Economic Security—Division of Children, Youth and Families—Child Protective Services—In-Home Services Program**  
**Auditor General Report No. CPS-1201**  
**Initial Follow-Up Report**

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<tr>
<th>Recommendation</th>
<th>Status/Additional Explanation</th>
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<td><strong>Finding 1: Division can strengthen in-home services program by continuing to move toward the use of evidence-based practices</strong></td>
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| **1.1** The Division should require the use of evidence-based practices in the next contract solicitation for in-home services. | Implementation in process  
The Division reported that it will require the use of evidence-based practices in its next In-Home Services contract solicitation slated for 2016. This information was conveyed to existing and potential contractors in the fall of 2012. |
| **1.2** In the meantime, the Division should communicate its intent to its stakeholders, including existing and potential contractors, for requiring the use of evidence-based practices to allow time for existing and potential contractors to develop or expand their capacity to provide evidence-based, in-home services. | Implemented at 6 months |
| **1.3** The Division should use the time until the next contract solicitation for in-home services to: | |
| a. Develop its in-house expertise so it may effectively support contractors’ implementation of evidence-based, in-home services; | Implementation in process  
The Division hired an In-Home Services state-wide coordinator in August 2012 who will be responsible for developing a plan to increase in-house expertise on evidence-based practices. |
| b. Develop and make available through the Department’s Web site well-defined, written criteria for identifying evidence-based practices, and; | Implementation in process  
The Division’s In-Home Services state-wide coordinator responded that she has begun researching evidence-based practices to develop well-defined criteria for identifying evidence-based practices and maintaining an updated inventory of these practices, both of which will be posted on the Department’s Web site. |
| c. Maintain and make available through the Department’s Web site an updated inventory of evidence-based practices. | Implementation in process  
See explanation for 1.3b. |
| **1.4** The Division should expand its monitoring of in-home services contractors to: | |
| a. Ensure the contractors are implementing evidence-based practices as designed, and | Implementation in process  
The Division reported that it is developing policies and procedures for monitoring contractors to ensure they are implementing evidence-based practices as designed. It anticipates completing the policies and procedures by February or March 2013. |
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| b. Ensure that contractors have procedures to correct deviations from evidence-based practices' design. | Not yet applicable  
The Department reported that it will include in its In-Home Services contract solicitation slated for 2016 a requirement for potential contractors to describe how their internal quality assurance programs will ensure that deviations from evidence-based practices are corrected. |
| 1.5 The Division should require contractors modifying evidence-based practices to provide written justification for the modifications to verify that essential components are not being modified without approval of the developer(s). | Not yet applicable  
The Department reported that it will include in its In-Home Services contract solicitation slated for 2016 a requirement for potential contractors to provide written justification for modifications to evidence-based practices so that the Division can verify that essential components are not being modified without approval of the developer(s). |