



Agenda

DCYF Licensing Division-CPA Portal Learning & Listening Sessions

Date: Monday, July 26, 2021

Time: 2:00-3:00 pm

Objective

Licensing Division would like to communicate and collaborate with statewide CPAs to discuss the Binti portal, implementation supports, timeline, and training needs, and take questions relating to this process.

Agenda

Introduction and Welcome (4 min) (Aanchal)

Please introduce yourselves and list your CPA in the chat box. If you have questions, please put them in the chat box and we'll read them. Make sure to send questions via the chat to "Everyone" and not as a direct message to one person. If we can't address your question during the meeting, we'll follow-up. Thank you to everyone who shared your weekend highlights! We love to hear how you're doing and we're thankful when you share for all to enjoy.

Online Portal Overview and Highlights (20 min) (Matt)

Live Demo on the Well-Being Assessment in Binti. The demo shows what the online process looks like through the Licensor side of the "early stage" and may not be what the final product looks like. From the Applications Tab select Well-Being Assessment. The demo covered the testing site, but each section is true to what the site offers and what information the Licensor will need to fill out. If you need to sign out and come back later, the system will save what was completed and you can resume later. Once each section is completed on the side bar the system will auto-fill with a green checkmark to indicate you're done with that section. There are indicators with drop downs, radio button options and areas with limited character lines to show the maximum characters allowed (0/60, 0/30). Sections are set up to guide the Licensor through each part with prompts for data entry. Content that is *italicized* is where the Licensor will be prompted for additional information. If the system has multiple radio button options, the instructions will say "check all that apply". If there are multiple children, the Licensor will have a different part to complete, for each child. Once each section is complete the system will hyperlink the completed form or PDF for the Licensor to view. Please remember this demo is an early stage in Binti and the final Well-Being Assessment may look different.

Listening-Discussion Time

Home Study Track Training Updates (10 min) (Marj)

Tiered Unified Home Study training will coincide with the Portal training. There are four pilot

CPA groups who will train and trouble shoot, which will help develop the Portal functions for CPA. LD will be training LD staff first, then include CPAs. We are looking at 2022 for all of the training to take place. Updates on the Home Study training for this summer July 27th-29th session and the winter November 30th -December 2nd session. We have about 50 signed up and we're working with Jason Churchwell to reduce the training group size, but everyone will receive the Home Study Track training.

Listening-Discussion Time

Communication Needs (2 min) (Debbie)

Update on materials for previous meeting and link to website. The agenda and meeting notes, PowerPoint presentation and recorded webinar are uploaded on the DCYF CPA link for all previous CPA monthly meetings, along with a separate Q&A tab with all Questions and Answers asked. Feel free to email anytime you have a question, idea, concern, or if you have a future meeting agenda item you would like us to cover - let us know.

DCYF CPA link:

<https://www.dcyf.wa.gov/practice/practice-improvement/foster-parent-application-portal/cpa>

Listening-Discussion Time

Questions and Discussion (10 min)

Closing time for remaining Q&A. LD staff are projected to use Binti early 2022 and at that time we will have cohorts for training CPAs. The four initial pilot CPAs Amara, Olive Crest, Secret Harbor and SPIPA will begin working with Binti next month.