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***Governor's Office for Children***

Larry Hogan, Governor

Boyd R. Rutherford, Lt. Governor

Jaclin Warner Wiggins, Acting Executive Director

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**Local Care Team (LCT) Question and Answer Recap #3**  
**September 12, 2018**

- 1. COMAR and the State of Maryland Policies and Procedures Manual for Local Management Boards define the mandatory members of the Local Care Team. Are these members the only "voting" members? The Manual states that the Division of Rehabilitative Services (DORS) is a "non-voting member". In our County, there are other organizations that sit on the Team for resource purposes. Are these voting members?**

Neither the Statute nor the regulations indicate that Local Care Team members are expected to vote on issues. If the Local Care Team has developed a protocol that includes voting on an issue, the Team should determine who will vote.
- 2. Are Local Care Team coordinators voting members?**

See the response to #1 above.
- 3. Is the Local Care Team coordinator permitted to chair Local Care Team meetings?**

It is a local decision as to who will chair of the Local Care Team.
- 4. Can the Local Care Team coordinators be the Local Management Board member of the Team?**

If the coordinator is able to represent the Local Management Board at the meeting, the Board can elect for the coordinator to also act as the Board's representative.
- 5. Are Coordinators responsible for "connecting" families to resources identified in the plan of care? The Directive (Oct. 2017) states "ensure follow up services". Coordinators were not hired as case managers and connecting is close to case management/direct service. Removing a lead agency's responsibility to the family devalues its role on the Local Care Team.**

Coordinators are responsible for coordinating. While it would be helpful for the coordinator to maintain communication and follow up with relevant parties to determine whether families are getting the services that they need, there is no expectation that that the coordinator will perform tasks reserved for the lead agency or another Team member.
- 6. Because there are many gray areas regarding responsibilities and role of the coordinator, a Statewide meeting of Local Management Board representatives and Local Care Team coordinators would help to clarify what is expected. I hear "that's not how they're doing it in so and so County" from my coordinator and want to be clear.**

As you know, the Governor's Office for Children with the Interagency Placement Committee convenes a quarterly meeting with Local Care Team coordinators and others for this purpose. The next meeting is scheduled for October 9, 2018 from 1-3 p.m. Keep in mind, that different Counties will handle responsibilities differently.

**7. What is the role of the Local Management Board at the Local Care Team?**

The Local Management Board is a mandated member of the Local Care Team as defined by Statute.

**8. In considering what types of cases should be reviewed by the Local Care Team, how should we define "intensive needs"? The team was hesitant to see families who are looking for resources only.**

Each Local Care Team may develop its own guidelines for referrals consistent with Human Services Article §8-407 that states the local care team shall:

- a. *be a forum for:*
  - 1) *families of children with intensive needs to receive assistance with the identification of individual needs and potential resources to meet identified needs; and;*
  - 2) *interagency discussions and problem solving for individual child and family needs and systemic needs;*
- b. *refer children and families to:*
  - 1) *care management entities when appropriate; and*
  - 2) *available local and community resources;*
- c. *provide training and technical assistance to local agency and community partners;*
- d. *identify and share resource development needs and communicate with the care management entity, local core service agencies, or local behavioral health authority, provider networks, local management boards, and other local care teams in surrounding jurisdictions; and,*
- e. *discuss a request for a voluntary placement agreement for a child with a developmental disability or a mental illness under § 5-525 of the Family Law Article.*

Although there is not one definition of intensive needs, the Children's Cabinet directive from October 2017 identifies a priority population for the Local Care Team as "families and children at risk of out-of-home or out-of-State placement, with complex needs and/or who are in crisis..."

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**Locally Coordinated Interagency Case Management - October 2017 New Children's Cabinet Directives**  
<https://drive.google.com/file/d/1UmTx7-58EXUXIF-la9VnrptTZC2d8WXG/view?usp=sharing>

**Google Drive – Local Care Team Resources**

<https://drive.google.com/drive/folders/OB4zllq-XQmgVVmNMREpYUHNnTkE?usp=sharing>