

Appeals Process for CSA Services

Please read and sign the following policy regarding the procedure for appealing the decision of the Harrisonburg/Rockingham County Family Assessment and Planning Team (FAPT).

Due process for complaints and appeals will be in accordance with regulations set forth by the State. There are three due process systems available: the special education system, which involves state level review, the social service system that involves both local and state level review, and the courts. These systems are established by federal and state requirements separate from the Comprehensive Services Act (CSA) and are available to youths and families, as appropriate. There is no state review system solely for the Comprehensive Services Act. State due process systems supporting special education and foster care are not impacted by the CSA. The parents/legal guardians have the right to a review if they disagree with any part of their child's assessment or service plan.

- A. Parents/Legal Guardians will be notified in writing of the locality's due process procedures at the initial FAPT presentation and will sign a form acknowledging receipt of the due process information;
- B. The parents/legal guardians will state their disagreement in writing to the FAPT Chairperson within ten (10) business days of receipt of the FAPT approval/disapproval letter. The FAPT Chairperson will forward the documentation to the chairperson of the CPMT. The appeal will be placed on the agenda of the next CPMT meeting.
- C. The Community Policy and Management Team will review the decision of the FAPT and provide a written response within 10 business days of the CPMT meeting.

I have received and read the Harrisonburg/Rockingham County Appeals Process for CSA Services. The policy details what to do if I disagree with the decision of the Family Assessment and Planning Team (FAPT).

CSA Case Number

Name

Date