**FY24 Reentry Case Management**

**Coversheet & Quarterly Narrative Report**

**Date:** Click or tap to enter a date.

**To:** DOH; Finance & Management Services; Grant & Contracts Section

**Attention:** Click or tap here to enter text. (Grant Administrator)

**Grant Number:** Click or tap here to enter text.

**From (Agency):** Click enter text.

**Submitted by:** Click or tap here to enter text.

**Quarter:** Choose an item.

**Instructions:**

The checklist below will help you ensure that your organization’s quarterly report contains all the necessary reports and appropriate documentation**.**

Upload the completed checklist and required documentation listed below as a single PDF into GEMS. Once you have uploaded this documentation you will be able to complete your CFR.

Please continue to send forms to the Grant Administrator

[ ]  Cumulative Financial Report (CFR) for the quarter.

[ ]  AKAIMS Grantee Report

[ ]  Case Manger FY24 Outcome Checklist

[ ]  Recidivism Reduction Quarterly Narrative, Program Impact, and case management milestone sections

**Reentry FY24 Outcomes checklist**

**Case Management Milestones**

Reentry Case Manager attended FY23 Reentry Case Management Training: Choose an item.

Grantee Comments: Click or tap here to enter text.

Reentry Case Manager regularly attended Monthly DBH Case Management Meetings: Choose an item.

Grantee Comments: Click or tap here to enter text.

Reentry Case Manager utilized AKAIMS to make regular client notes, including tracking intake, admission, discharge, and referrals: Choose an item.

Grantee Comments: Click or tap here to enter text.

**The following AKAIMS reports are included with this report:**

New case management referrals: Choose an item.

Grantee Comments: Click or tap here to enter text.

New case management participants: Choose an item.

Grantee Comments: Click or tap here to enter text.

Participants assisted in accessing mental health services: Choose an item.

Grantee Comments: Click or tap here to enter text.

Participants assisted in accessing substance abuse services: Choose an item.

Grantee Comments: Click or tap here to enter text.

Participants who violated probation or parole while they were enrolled in the program: Choose an item.

Grantee Comments: Click or tap here to enter text.

Participants charged with a new crime while they were enrolled in the program: Choose an item.

Grantee Comments: Click or tap here to enter text.

Participants who completed the program: Choose an item.

Grantee Comments: Click or tap here to enter text.

If a Report has not been attached/included, please provide explanation why: Click or tap here to enter text.

**Case Management Outcomes**

**Case Management Milestones**

How many case management referrals has the case manager received the following this quarter?

Click or tap here to enter text. Case management referrals have the case manager received from the Department of Corrections?

Click or tap here to enter text. Case management referrals have the case manager received from community providers?

Click or tap here to enter text. New participant intakes, did the case manager document in AKAIMS?

Click or tap here to enter text. Phase I Transition plans have been completed?

Click or tap here to enter text. Phase II Transition plans have been completed?

Click or tap here to enter text. Phase III Transition plans have been completed?

\*If any data was unknown, please provide explanation: Click or tap here to enter text.

**Case Management Quarterly Narrative**

Trainings Attended this Quarter.

List and briefly describe trainings that you or grants staﬀ attended related to the work of the grant: Click or tap here to enter text.

Opportunities/Initiatives this Quarter

Please list and briefly describe new opportunities or initiatives started: Click or tap here to enter text.

Challenges / Barriers

Please list and briefly describe challenges or barriers that may be disruptive to the work of this grant. (\*Unrelated to staffing/administrative issues) : Click or tap here to enter text.

Staffing / Administrative Updates

Please list and briefly describe any updates regarding staff or administration, including challenges, barriers, and opportunities: Click or tap here to enter text.

**Quarter Program Impact**

The following are a series of questions that revolve around collaboration, communication, and partnerships. These questions are intended to document progress or deviation in each area for each grantee.

*This section may be scored by the Program Manager to track reporting scales over time.*

Indicate whether, as the Grantee, you strongly Agree, Agree, are Neutral, Disagree, or Strongly disagree with the statement and provide comments if desired.

**Collaboration**

Neutral Community stakeholders are positively engaged in the work generated through this grant.

Grantee Comments: Click or tap here to enter text.

Neutral Implementation collaboration(s) with the Department of Corrections (DOC) staff located in the grant area, including both institutional and field DOC staff, are positive and built upon mutual trust.

Grantee Comments: Click or tap here to enter text.

Neutral The local community (including community coalitions and providers) is supportive of the work generated through this grant.

Grantee Comments: Click or tap here to enter text.

Neutral The local community is supportive of collaborating on topic and issues that overlap with the target population represented through this grant.

Grantee Comments: Click or tap here to enter text.

**Communication**

Neutral Community stakeholders are knowledgeable about the grant and its desired impacts and outcomes.

Grantee Comments: Click or tap here to enter text.

Neutral Misconceptions or incorrect information among community members (including other coalitions and providers) about the current activities of the grant.

Grantee Comments: Click or tap here to enter text.

Neutral Staff member(s) of the grant are able to connect and receive/provide feedback to the local Department of Corrections staff at both the pre-release and post-release stage of case management.

Grantee Comments: Click or tap here to enter text.

**Case Management Implementation**

Neutral Preparation for the in-reach beings at the 30–45-day mark for most participants of the program.

Grantee Comments: Click or tap here to enter text.

Neutral Initial contact with Single Point of Contact at DOC begins at the 90-day mark.

Grantee Comments: Click or tap here to enter text.

Neutral The Offender Management Plan (OMP) - is available at 90-days - and the participant release plan - is available at 30-days - and is accessible to case managers for all participants of the program.

Grantee Comments: Click or tap here to enter text.

**RBA Performance Measures**

Effectiveness: Decrease in recidivism rates\* Efficiency: Increase in access to appropriate services\*

\*These measures will be evaluated by the DBH Program Manager by utilizing data from AKAIMS and DOC to assess the effectiveness of case management for reentrants.