



## Frederick County Local Care Team Meeting Frequently Asked Questions

### 1. What is the Local Care Team?

The Local Care Team (LCT) is a collective of agencies for parents and/ or guardians, and service providers to receive assistance for individual child, family, and systemic needs. The LCT is a referral-based program that connects children and families to community resources.

### 2. What kinds of referrals are reviewed by the Local Care Team?

The Local Care Team reviews two types of referrals, Technical Assistance (TA) and Voluntary Placement Agreement (VPA) referrals.

- Technical assistance referrals are those referrals in which a child has complex needs such as substance use, suicidal ideation, increased levels of aggression, and have multisystem involvement. The goal is to connect the family to community resources and keep the child within the community.
- Voluntary placement agreement referrals are a last resort for a child with intensive needs that cannot be supported at home. Child must have a developmental disability, or a mental illness and the Local Department of Social Services will be involved in the process.
- The Interagency Placement Committee (IPC) will review recommendations for a child that needs to be placed out of state. All community resources must be exhausted before the IPC is considered an option.

### 3. Which agencies are represented at an LCT meeting in Frederick County?

At least one representative from these agencies is represented:

- Department of Juvenile Services,
- Developmental Disabilities Administration,
- Local Core Service Agency,
- Local School System,
- Local Health Department,
- Local Department of Social Services,
- Local Management Board,
- A non-voting representative of the local office of the Division of Rehabilitative Services to represent individuals who are 16 years old and older.

Additional representation in Frederick County includes:

- Potomac Community Services (formerly Potomac Case Management)
- Sheppard Pratt (formerly Way Station)
- Lead4 Life

- Frederick County Mental Health Association, Systems Navigation
- Maryland Coalition for Families
- The Parents' Place of Maryland

**4. Does the Local Care Team meet to review a case without consent from the parent or guardian?**

No. A parent or guardian must sign the Release of Information Form to consent to an LCT meeting and be present during the LCT Meeting. If the parent or guardian does not demonstrate consent and/ or attend the LCT Meeting, the LCT meeting will not take place.

**5. Can I refer my child for an LCT meeting?**

Yes. The parent or guardian of a child would complete and submit the Referral and Release of Information forms.

**6. Are the LCT Meetings held in person or virtually?**

Currently, Frederick County Local Care Team meetings are held virtually using the secure Microsoft Teams platform. For confidentiality purposes, these meetings are not recorded. You will receive a Teams Meeting invite to your email. Please do not share this link with others. If you have guest attending, please provide their email address to the LCT Coordinator.

**7. Should my child also be present for the Local Care Team Meeting?**

The child does not have to be present for the Local Care Team Meeting. However, older children who are cognitively capable of self-advocacy are encouraged to be present.

**8. Do I need to submit copies of my child's medical history to the Local Care Team?**

No. You or the referring agency must only submit the required Referral and Release of Information forms.

**9. Why is it taking so long for my LCT meeting?**

You will receive a confirmation email from the LCT Coordinator with the scheduled date and time of your LCT meeting once both the referral and release of information forms are completed and submitted. All referrals are reviewed in the order in which they are received with an exception to those referrals for Voluntary Placement Agreement or out of home placements.

**10. Am I required to use the services recommended during the meeting?**

No. However, our team provides recommendations for services that are tailored to your expressed needs during the LCT meeting. And the designated lead agency will continue to work with you to build a care plan built around what outcomes you desire for your child and family.

**11. The LCT has so many professional team members. Can I also have someone attend the meeting to support me?**

Yes, in fact we encourage anyone who is familiar with your child to attend and participate in the teaming processes. Our professional team are friendly representatives of their respective agency that help you have a single name and contact if their services are recommended for your family.

**12. What if I have worked with an agency that is a part of this team and I did not have a good experience? Will I have to work with them again?**

It is important that you and your child connect to services in which you feel comfortable. We will never force a child to work with an agency or service where they will feel uncomfortable. We only provide recommendations.

**13. When the meeting is over, who do I contact first?**

The Local Care Team Coordinator will email you the recommendations from the meeting within 24-48 hours after the meeting. Those recommendations will include the contact for your designated lead agency who will also contact you (within 24-48 hours after the meeting) to schedule a time to build a care plan. This designated lead agency is your main contact.

**14. What if the designated lead agency does not contact me or I do not receive the recommendations after the meeting?**

Please contact the Local Care Team Coordinator at 301-600-1077 or [lct@frederickcountymd.gov](mailto:lct@frederickcountymd.gov)

**15. What if my child and I have exhausted all the recommendations? Can we have another meeting?**

Absolutely! Families are more than welcome to return to the LCT for a review meeting, to provide updates on your child, and when your child is returning from a residential or diagnostic treatment facility.

**16. I enjoyed my experience with the Local Care Team, how can I share my feedback?**

At the end of your LCT Recommendations form, we ask all participants to share their experience on our survey.

Here is the link: [Local Care Team Meeting Satisfaction Survey \(office.com\)](#)