

1-1.B REFERRING ORGANIZATIONS

REQUIREMENT

1-1.B The site establishes organizational relationships with community providers for referrals. A formal Memorandum of Understanding (MOU) between the HFA site and local child welfare office is required for sites approved to use HFA's Child Welfare Protocols.

How is this rated?

- **Exceeds Standard (3)** - No 3 rating indicator for 1-1.B.
- **Meets Standard (2)** - The site identifies organizations where families can be referred from, and agreements (formal or informal) are in place. *An MOU is established with the local child welfare office if approved for HFA's Child Welfare Protocols.*
- **Does not Yet Meet Standard (1)** - The site **does not yet**:
 - Identify organizations,
 - Have established relationships with identified organizations, or
 - Have an MOU if approved to use HFA's Child Welfare Protocols

DOCUMENTATION REVIEW

1) Sites submit a list including:

- ☐ All referral partners
- ☐ Whether partnership is formal (MOU) or informal
- ☐ An MOU with CFWB if approved for HFA's Child Welfare Protocols



TIPS FOR COMPLETING

- Agreements may be verbal or more formalized in an MOU
- Stay up-to-date with a current primary point of contact
- Consider regular activities to maintain communication with partners, such as:
 - Invitations to join the Community Advisory Board
 - Scheduled check-ins on capacity and community needs

