



# CLC Subcommittee Charter

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*Cultural and Linguistic Competency Charter – Final 03-16-17*

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**Charter for:** Cultural and Linguistic Competency Subcommittee

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**Rationale:**

This subcommittee will advise the Cultural and Linguistic Competence (CLC) Coordinator on the CLC standard as it relates to the PA System of Care. This will include discussion and recommendations regarding various tools, communication, and strategies to address CLC and Culturally and Linguistically Appropriate Services (CLAS) at both the county and state level. Consideration of current personal or professional experiences in working toward this CLC standard.

Ideally this work will result in development of clear training, technical assistance, and CLC/CLAS plans to enhance CLC programming in PA, such as:

- County CLC/CLAS assessments
- Training development on CLC/CLAS standards for county leadership teams, youth, family, and system partners
- Support, advise, and provide recommendations for best practices on CLC/CLAS policy and practices within counties, Youth and Family Services and Supports Planning Process Models, and cross systems integration

Recommendations from this subcommittee will be brought to the PA System of Care State Leadership and Management Team by the CLC Coordinator and/or Subcommittee Tri-chairs for discussion, input and action as needed.

**Workgroup Members:**

- Strive for at least 12 representatives with equitable representation from youth, family, and system partners with emphasis on individuals from the County Leadership Teams or their designee
- System Partner representation should include county and state representation
- There will be a tri-chair structure to support the ongoing work of the committee with a one (1) year term
- Tri-chair nominations will be received from youth, family, and system partner recommendations from their respective roles

**Guiding Principles:**

- Focus is on Cultural and Linguistic Competency as defined by Standard VI of the PA System of Care Partnership Standards and National CLAS Standards
- A fresh approach and willingness to think openly and constructively
- Definitions must be useful in practice

- All recommendations are subject to the PA System of Care Partnership approval and must be consistent with the (8) state standards
- Discussion should be mindful of confidentiality and focus on general practice

**Goals:**

1. Address identified issues while considering culture, age, income, education, race, ethnicity, religion, primary language, sexual orientation, gender identity, and disability status across the following domains:
  - a. Implementing Policy, Administrative, and Regulatory Changes
  - b. Developing Services and Supports based on SOC Approach
  - c. Creating Financing Mechanisms
  - d. Providing Training, Technical Assistance, and Coaching
  - e. Generating Support (Key Items for Social Marketing Plan)
2. Develop and implement policies and procedures (if identified as needed within step one) to ensure adherence to both PA CLC and National CLAS standards and the provision of effective care and services that are responsive to:
  - a. Governance, Leadership, and Workforce
  - b. Communication and Language Assistance
  - c. Engagement, Continuous Improvement, and Accountability

**Strategies:**

1. These are the CLC subcommittee strategies for implementation of our goals.
  - a. Define data parameters to support CLC assessments
  - b. Coordinate with Evaluation Team and identify local culturally relevant data sources
  - c. Determine “Best Practices” and develop technical assistance resources based on Annual PA SOC Assessment Survey
  - d. Support County Leadership Teams (CLTs) to implement best practices
  - e. Monitor challenges and successes with commitment to PA CLC and National CLAS standards
2. These are recommended County and State Leadership Management Team (SLMT) strategies for implementation of PA CLC and National CLAS standards.
  - a. Conduct CLC Self-Assessments
  - b. Conduct outreach through partnerships with cultural brokers and utilize community resources while ensuring access to culturally and linguistically appropriate materials and services
  - c. Provide technical assistance with and implementation of “Best Practices”
  - d. Provide training that is catered to the local cultures
  - e. Participate in the Annual PA SOC Assessment Survey, build capacity and CLC Expertise, and request assistance from CLC Coordinator

**Timeframes:**

- The meeting dates and locations are as follows: The group will meet in person and/or by phone quarterly, at a minimum. Meeting times will be determined by the group.

**Impact:**

- It is anticipated that this work will lead to a clear and concise strategy for implementation of technical assistance and adherence to both PA CLC and National CLAS standards.

