

Welcome to the Online Orientation for Foster Care Licensing

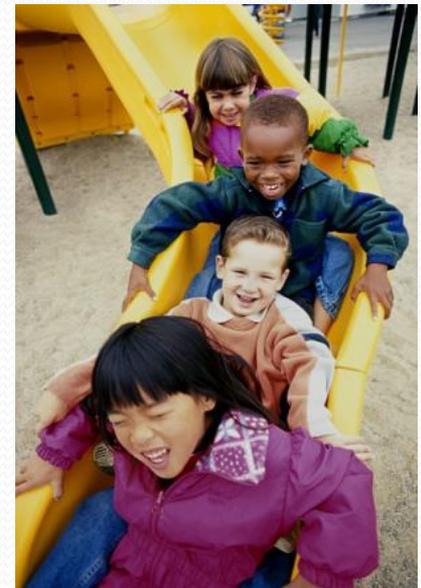
December 2016

Thank You for Your Interest in Becoming a Foster Parent!

This Orientation will:

- Discuss the different programs within Children's Administration (CA) with whom you will be working.
- Provide information on what you can expect when fostering children.
- Explain both the home study and licensing processes.
- Introduce our Foster Parent Recruitment & Retention contractor's who support prospective foster families as they go through the licensing process.

Please note: This orientation is intended for potential Licensed Foster Parents. If you are interested in being an unlicensed caregiver, please talk with your home study worker.



Welcome to Children's Administration (CA)

- **Division of Child and Family Services (DCFS)** works directly with the child, child's family, court and the family caring for the child.
- **Division of Licensed Resources (DLR)** completes home studies, licenses foster homes, group homes, and child placing agencies.
 - The Assessment Section:** Completes home studies for prospective placement families, licenses foster homes, group care facilities, and child placing agencies.
 - The Safety and Monitoring Section:** Completes licensing renewals, health and safety visits, and licensing investigations.

Roles: DLR and DCFS

DLR

- Application through home study and/or licensing completion.
- Monitors the foster families to ensure that the foster parents and foster homes meet the Washington Administrative Code (WAC) or minimum licensing requirements.
- Provides assistance if concerns arise.
- Investigates licensing issues in foster homes.

DCFS

- Works with you as you work with your foster child.
- Assigned to the child and family.
- Responsible for payments, visitations and reporting to the court.
- Monthly health and safety visits, team meetings, etc.
- Creates the child's case plan and works with the child's family, foster parents, GALs, and other involved in the child's case.

The Children We Serve

- Come from culturally diverse populations.
- Require specific efforts to support and maintain their ethnic and cultural heritage.
- Have special needs due to abuse or neglect.
- These needs may include physical or mental health conditions and may require ongoing treatment, counseling, or other additional services.



Children's Needs

The children that are placed in your home may just have been removed from their biological family or transitioning from another home.

Children may have challenging behaviors that reflect negative childhood experiences.

It is important that you support the child without speaking negatively about their families.

The assigned DCFS worker is there to help with the transition and answer any questions you may have.

What does an appropriate home look like?

Foster parents in Washington State are a diverse group of caring people:

- Married/Single/or have a Partner.
- A relative of a child in need.
- Multi-Ethnic in heritage.
- Blended family.
- Gay-Lesbian family.
- Possessing sufficient income for the household.
- Supportive of the case plan.
- Willing to work with CA.
- Nurturing and caring.
- Willing to take classes and learn.
- Flexible, patient team players who possess a sense of humor!



There are many types of homes

- General Foster Care
- Licensed foster homes serving special populations:
 - Children with intellectual and developmental disabilities
 - Medically fragile children.
 - At risk youth.
 - Physically and/or sexually aggressive youth
- Respite homes
- Relatives/ Suitable Persons who are:
 - Licensed
 - Unlicensed



DLR and Child Placing Agencies

- DLR approves the home study and issues the license.
- CPAs certify homes as meeting home study and licensing requirements.
- CPAs may:
 - Specialize or serve specific populations.
 - Require additional training requirements.
 - Have case managers or additional staff to assist their agency foster homes.
- If you are interested in working with a CPA, DLR can provide you with a list of local agencies or the [Foster Parent Liaisons](#) or [Peer Mentors](#) can assist you with obtaining information on this or other foster parent supports.

Family First



DCFS staff work with parents toward reunification, while at the same time, prepare an alternate permanent plan if reunification is not in the best interest of the child.

Relatives are considered first for placement and throughout the child's time in care.

Adoption of children in the custody of CA usually occurs with families who already have a relationship with the child.

The Application Packet

Forms:

This link is active please right click and open hyperlink to download forms. Enter in the form number or name and the languages the form is available in will appear to the right below. <http://www.dshs.wa.gov/forms/eforms.shtml>

- For licensing Washington Administrative Code (WAC)

Licensing requirements:

Foster Homes Chapter 388-148

Group Care Chapter 388-145

Child Placing Agencies and Adoption Chapter 388-147

Link for WACs:

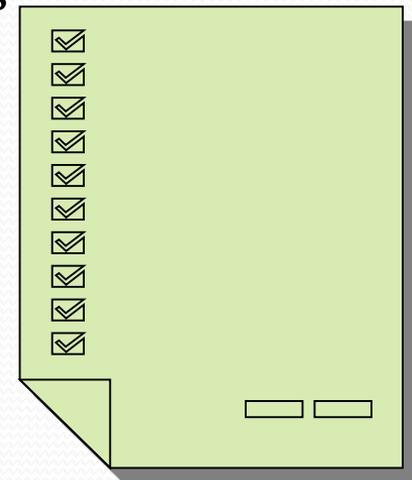
<https://www.dshs.wa.gov/ca/foster-parenting/guidelines-laws-rules>

- To start the licensing process, a Family Home Study Application (DSHS 10-354) **and** Background Authorization Forms (DSHS 09-653) for all household members ages 16 years and older must be submitted to DLR.

The Application Packet

Forms required for Foster Care Licensing Applicants:

- Application Form (DSHS 10-354)
- Background Authorization Form(s) (DSHS 09-653) are required for all household members age 16 years and older. Criminal conviction do not necessarily disqualify you.
- Government issued photo ID
- Out of State Check for Child Abuse or Neglect. This is required for applicants that have lived outside of Washington State in the last 5 years.
- Personal Information Form. (DSHS 15-276)



Application Packet Continued

Additional Licensing Forms:

- Marital History (DSHS 09-979)
- Financial Worksheet (DSHS 14-452)
- Applicant Medical Report (DSHS 13-001)
- Policy Agreement (DSHS 10-290)
- Emergency Evacuation Plan (DSHS 16-204)
- Employed Foster Parent Child Care Plan (DSHS 10-406)

Please be sure to fill out all of the forms completely and legibly.

Policy Agreements: Reporting Responsibilities



WAC 388-148-1420

- Suspected child abuse or neglect.
 - This must be reported to intake at:
1-866-END-HARM (363-4276)
- Any use of physical restraint, sexual contact between children, any child's suicide attempts.
- Children running away. WAC 388-148-1425
- Child receives any visible injuries, including accidental injuries.
- Child Abuse Mandated Reporter Video.

<https://vimeo.com/129462208>

Requirements for Licensed Homes

All Applicants

- Background Check
 - If the applicant has a criminal FBI Rap Sheet it will be mailed directly to the applicant.
 - **The DLR worker will request the FBI RAP Sheet from the applicant in order to proceed with the licensing process.**
- FBI (US Federal Bureau of Investigation).
- WSP (Washington State Patrol).
- Children's Administration Data Base.
- Out of State Child Abuse Registry Check if applicable.
- Current driver's license and car insurance if applicable.

Additional Requirements of Licensed Homes

- Caregiver Core Training (24 hours)
- Current TB test (completed within last 12 months)
- Immunizations for biological and/or adopted children
- Immunizations required for all household members if being licensed for **ages birth to two years**:
 - Tdap (ages 7 years and above) or DTaP (birth to 6 years of age)
 - Influenza (ages 6 months and above)

First Aid/CPR and HIV/BBP Training

- First Aid/CPR and HIV/ BBP are required for licensing.
- Free First Aid/CPR/HIV/BBP training is available from Keepthebeatcpr.net or telephone 253-217-1105.
 - First Aid/CPR training is required for specific ages.
 - The full CPR class is required, not just the chest compressions class.
 - Licensing requires a current First Aid/CPR certification at all times. It needs to be renewed prior to the expiration on the card and must be provided to the licensor.
- HIV/AIDS/BBP training.
 - Required one time, prior to the issuing of the license.

The Home Study Process

Target: Complete the home study and licensing process within 120 days of DLR receiving the application and background check(s).

Home Study includes:

- At least 3 in-person interviews
- Interviews with children in the home
- Contact with adult children living independently
- Home inspection

Licensed Foster Homes

Meet all licensing requirements
(WAC 388-148)

- Must be clean and sanitary
- Have a working telephone and be accessible when a child is present
- Children must be able to escape from every floor
- Appropriate child proofing for ages birth to six
- Adequate space and bedrooms with appropriate bed(s)
- Age appropriate furnishings and activities for children under care



Continued Licensed Foster Home Requirements

- Must have laundry facilities
- Fire extinguisher and smoke alarms
- First aid kit
- Pools and hot tubs inaccessible regardless of age of children on license
- Well test if on private water source
- Medications locked
- Weapons and ammunition locked separately



Next Steps



- Sign up for Caregiver Core Training (CCT)

http://allianceforchildwelfare.org/sites/default/files/sites/default/files/alliance_training_catalog.pdf

The CCT link is on page 2 of the training catalog link above.
Please sign up for a class in your region.

- Complete your application packet
- Keep a copy of your application packet for your records
- Please watch “Why Become a Caregiver?” (video)

https://www.youtube.com/watch?v=HASGd6_eAWE&feature=share&list=PL99FF97B5EF49C3A3

Next Steps Continued

- Please email the **Foster Parent Recruitment Contractor** serving your area.
 - In the email please let them know you completed the online foster parent orientation and be sure to provide them with your contact information.
- Families from **Eastern Washington** please contact:
 - Eastern Washington University Fostering Washington at fosteringwa@ewu.edu
- Families from **Western Washington** please contact:
 - Olive Crest Fostering Together at fosteringtogether@olivecrest.org

Thank you for taking time out of your busy schedule to review our Orientation!



We are here to answer any further questions you may have.

Region 1 North: Melissa Fielding, Spokane	fieldmel@dshs.wa.gov	509.990.1766
Region 1 South: Maria Rivera, Yakima	riverma@dshs.wa.gov	509.571.3859
Region 2 North: Tess Rieman, Everett	riematm@dshs.wa.gov	425.339.1926
Region 2 South: Jill Sullivan, Kent	sullijj@dshs.wa.gov	253.372.6011
Region 3 North: Codie Jenkins, Tacoma	jenkicm@dshs.wa.gov	253.260.0452
Region 3 South: Myrna Bragg, Vancouver	braggmm@dshs.wa.gov	360.993.7947

Washington State Online Orientation Certificate of Completion

Print Name

Date