



Placement Agreement

CHILD(REN) / YOUTH PLACED	DATE OF BIRTH

Is/are being placed with:

Caregivers are valuable partners with Children's Administration (CA) and the child's family in achieving safe, quality placements for children / youth in need of out-of-home care. The well-being of children / youth in out-of-home care is best served by open communication and a positive working relationship between the caregiver, parents and Children's Administration.

This Placement Agreement provides necessary and important information to ensure the safety and well being of the child placed in your home. Information about children / youth or their families is confidential and must only be shared with people directly involved in the case plan. Consult your assigned CA worker for assistance about sharing information with others. This agreement will assist you in understanding your role in helping meet the needs of the child, working with CA, the assigned worker, and the Court. It also identifies resources and supports you can utilize while providing care for children / youth in your home.

Important Contact Information:

Your assigned CA worker _____ is available during regular business hours at _____ to help with questions about the child.

- Call **1-866-END HARM** after regular business hours to report suspected child abuse and neglect. This number will also connect you to the CA emergency after hours' staff.
- The Foster Parent and Caregiver Support Line at **1-800-301-1868** will provide support with managing difficult fostering situations after hours.

To improve the well-being of the children/youth in out-of-home care, it is important to work with CA and follow the specifics of the court order, including, but not limited to, the following:

Initial Placement (the first out of home placement):

1. Ensure the child receives within the first 30 days of placement:
 - An Initial Health Screen as soon as possible, but no later than five days after placement.
 - A Well-Child examination called the Early Periodic Screening Diagnosis and Treatment (EPSDT), within the first 30 days of the child's initial placement, if not already completed. (The initial Health Screening and the EPSDT exam may be scheduled at the same time; contact the child's medical provider for more information.)
 - A dental exam if a child has one tooth. The exam is not required if the child received a dental exam within the past 6 months.
2. Also within the first 30 days of placement the Child Health and Education Tracking (CHET) Screener will contact you to set an appointment regarding the medical, developmental, and behavioral needs of the child. Please make sure both you and the child are available on the scheduled date.

Caregivers:

1. Contact your assigned CA worker for a Voucher for Interim Pharmacy and Medical Services for Foster Children if the ProviderOne card was not received.
2. If the placement resulted in the child leaving their former school, immediately enroll the child in their new school. Include the assigned CA worker as one of the child's contacts. Notify the assigned CA worker if there are difficulties in enrolling the child in school.
3. Participate in developing a visit plan for the child / youth with parents, siblings, and/or family members, unless the court order specifies no contact. Make the child / youth available for scheduled visits.
4. Notify the assigned CA worker of any unplanned parent / child / youth contact, such as phone calls, unexpected visits, etc.
5. Participate in shared planning meetings. A shared planning meeting is an opportunity to offer input and insight concerning the child's safety, permanency and well-being.
6. Advise the assigned CA worker of any concerns regarding the child / youth, such as abuse, neglect, medical, behavioral, developmental, or educational issues.
7. Discuss with the assigned CA worker, and implement appropriate discipline strategies or options suitable to the child / youth placed in your care. Corporal punishment is not allowed.
8. Follow through with any instructions from the child/youth's assigned CA worker to comply with Indian Child Welfare Act requirements, when applicable and other cultural needs of the child/youth.
9. Ensure the child receives on-going medical, dental, and mental health services including an age appropriate EPSDT exam according to the federally recommended schedule of examinations: (5 exams in the first year of life; 3 exams between 12 months and 2 years of age; annual exams between 3 and 20 years of age).
10. Contact the Medicaid Customer Service Line at 1-800-562-3022 ext. 15480, Monday through Friday, 7:30 AM to 5:00 PM (Pacific Time) if you need assistance in locating a medical/dental provider or visit ProviderOne website at <http://hrsa.dshs.wa.gov/providerone/providers.htm>.
11. Monthly mileage expenses to a child's medical / dental appointments are reimbursable. The Caregiver Monthly Mileage Form can be downloaded at <http://www.dshs.wa.gov/ca/fosterparents/forms-policies.asp>.
12. Provide the health provider the child's ProviderOne Card when obtaining medical care.
13. Use the medical log to document medical / dental care appointments, contacts, and results/recommendations of the appointments.

To further ensure the safety and well-being of the child/youth, the caregiver also agrees to cooperate with CA in the following ways:

1. Complete a Criminal History Background Check and a child abuse and neglect check on all persons 16 years and older who may have unsupervised access to the child;
2. Inform the assigned CA worker of any changes of persons residing in the home, and completion of a Criminal History Background Check and a child abuse and neglect check if that person meets the criteria listed above in #1;
3. Inform the assigned CA worker of any issues that may impact your ability to care for the child/youth. This includes working cooperatively with the assigned CA worker to plan for a new placement if you determine that the child/youth cannot remain in your home; and
4. If you request a child to be removed from your home, provide a minimum of 14 days notice to the child/youth's assigned CA worker, unless there is an emergency to ensure appropriate planning can occur.
5. All caregivers must complete a fingerprint check. For relative caregivers or suitable persons that completed an NCIC check or BCCU check prior to the placement of the above named child/youth, fingerprint checks **must be completed and returned to the assigned CA worker within 10 days of the NCIC or BCCU check.**
6. Return all requested information as quickly as possible.

Children's Administration will:

1. Provide you with known and available information concerning the medical, educational, psychological and behavioral needs of the child/youth.
2. Develop a Caregiver Support Plan (DSHS 10-428) with caregivers of medically fragile children.
3. Ensure you receive timely notice of court hearings, shared planning meetings, etc.
4. Provide you with information on:
 - a. Foster Care Licensing and contact information
 - b. Training opportunities
 - c. TANF Financial Benefits
 - d. Medical / Medicaid Coverage
 - e. Other available services
5. Complete the Family Home Study.

Because the child/youth is in the custody of the Children's Administration, the court may remove the child/youth if:

- a determination is made that the placement is not in the best interests of the child/youth,
- any part of this agreement is violated,
- a determination is made the emergency placement of the child/youth cannot be continued, or
- the relative or suitable person's home is not approved for placement.

I have received a copy of the Child Information / Placement Referral form (DSHS 15-300). Yes No

CAREGIVER _____	CAREGIVER _____	ASSIGNED CA WORKER _____
DATE	DATE	DATE