

Foster Care Operations

Line of Business: General Liability, Public Official Liability

Risk Control Strategy/Key Issues: Implement procedures that will establish controls to reduce exposures related to Foster Care operations.

Suggested Program Elements:

1. Management Policy Statement:

- Assignment of responsibilities and accountabilities
- Establish line of authority
- Establish care of children as a priority

2. Measurement Criteria

- Establish responsibility between service providers for measurement
- Set goals to increase the number of children adopted each year
- Establish meaningful time limits for child welfare decisions
- Establish procedures to handle and place children with special needs
- Aid in the reunification of families to help meet post-adoption needs

3. Information Systems

- Establish protocols to assure compliance with state plans
- Formulate goal and objectives
 - Data tracking and monitoring systems
 - Establish review intervals
 - Intervention and change procedures when/if they are not being met

4. Training and Education

- Comprehensive orientation training
- Child abuse awareness training should be provided to all workers
- Institute training for law enforcement officials involved in child abuse cases
- Provide general and customized parenting training to parents
- Establish training and education criteria for:
 - ✓ Foster care adults and their natural children
 - ✓ Others living within the household

5. Prevention and Control Measures

- Clarify family situations that call for reasonable reunification efforts
- Document qualification process for foster homes (qualification process)
- Maintain an inventory of the number of qualified foster family homes
- Establish a system for appropriate staff supervision
- Individual case plans specify what services will be provided
- Restoration plan contract between agency and parents should be created

6. Procedures and Protocols

- Maintain good record keeping practices
- Establish diagnostic and screening services
- Establish mandatory Foster Home visit schedule
- Establish mandatory supervisory review of visit reports
- Outline the conditions under which parents rights should be terminated
- Establish procedures to initiate selection of a qualified adoptive family
- Establish protocols whereby no child is allowed to drift into out-of-home placement without a decision being made

7. Incident Response:

- Set parameters for timely services to alleviate a crisis before it becomes serious
- Establish accident and incident investigation procedures
- Establish protocols for documentation with
 - ✓ Attorneys
 - ✓ Risk Managers
 - ✓ Insurance carriers

Program Activities Calendar:

- Quarterly Operation Evaluation
- Annual Program Review

Web Site Links:

- Administration for Children & Families
<http://www.acf.hhs.gov/>
- National Conference of State Legislatures
<http://www.ncsl.org>
- FedWorld@NTIS
<http://fedworld.ntis.gov/>
- Administration for Children & Families
<http://www.acf.hhs.gov/>

Before any program is implemented, review the Adoption and Safe Families Act of 1997 for legal compliance issues. Legal council should also review and approve the program.

Trident Insurance Services provides the above program information in order to reduce the risk of insurance loss and claims. The information provided is not intended to include all potential controls or address any insured specifically. Trident also does not warrant that all loss and/or claims will be avoided if the program information is followed. By providing this information, Trident in no way intends to relieve the insured of its own duties and obligations, nor is Trident undertaking, on behalf of or for the benefit of the insured or others, that the insured's property or operations are safe, healthful, or in compliance with any law, rule or regulation. Insureds remain responsible for their own efforts to reduce risks and should consult their own legal counsel for appropriate guidance.

STATE FOSTER CARE SPECIALISTS

Alphabetical List by State

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Foster Care Specialist
Dept. of Economic Security
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Department of Social Services
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Sacramento, CALIFORNIA 95814
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Department of Social Services
1575 Sherman Street
Denver, COLORADO 80203
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Foster Care Support & Training
Dept. Children/Families
505 Hudson Street
Hartford, CONNECTICUT 06106
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202-535-2421

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Wilmington, DELAWARE 19805
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Family/Children's Services
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Dept. Health & Welfare
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208-334-5700

Chief Office of Substitute Care
Dept. Children/Family Services
100 W. Randolph Street, 6th Floor
Chicago, ILLINOIS 60601
312-814-6800

Division of Family & Children
Bureau of Family Protection & Preservation
Indians Government Center South
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Room W364
Indianapolis, INDIANA 46204
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Department of Human Services
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Des Moines, IOWA 50319-0114
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Children & Family Services
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