

LCCS POLICY 660

Network Foster Placement Monitoring System

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Revision Dates:	7/22/1992, 2/11/1999, 12/31/09
Revision Number:	3
Current Effective Date:	12/31/2009
Obsolete/Combined Date:	
Reason for Obsoleting/Combining:	
See new Policy #:	

Scope:	Placement Assistant Manager, Out-of-Home Care Workers, Assessment Workers, Services Division Workers of Record
Responsibility:	Assistant Manager of Placement & Services Division Managers
Purpose:	To assure that children's rights are being protected and to evaluate the extent to which maltreatment is prevented, disruptions minimized and well-being enhanced.
Legal Cite:	ORC 119.032, 5101.141, 5103.02, 5103.03, 5153.16 OAC 5101:2-1-01, 5101:2-5-03 through 5101:2-5-06, 5101:2-5-09, 5101:2-5-091, 5101:2-5-11, 5101:2-5-13 through 5101:2-5-17, 5101:2-5-20, 5101:2-5-31, 5101:2-5-33, 5101:2-5-34, 5101:2-42-90, 5101:2-47-11, 5101:2-47-23.1, 5101:2-47-26, 5101:2-47-26.1, 5101:2-47-26.2 2 CFR Part 225, 2 CFR Part 230

POLICY STATEMENT

The Placement Assistant Manager will facilitate and monitor service delivery issues for all network foster care placements.

PROCEDURE

In order for LCCS to provide reasonable assurance that contract foster care networks are delivering appropriate services, the Placement Assistant Manager will be responsible monitoring as described below:

- Maintain a daily log of all network placements made that includes, at a minimum, name of child, date-of-birth, network name, foster home name/address/telephone number and agreed upon rate.

- Assist with the identification of appropriate network foster homes for individual children.
- Approval of all network placements.
- Ensure that all necessary referral information has been forwarded to the network agency by the worker-of-record and/or Placement staff.
- Facilitate and negotiate the rate for each placement. Complete all necessary paperwork and arrange for appropriate signatures.
- Forward "Notification of Placement Change" form (LCCS #8766) to the Accounts Payable Clerk to initiate the payment process and to the worker-of-record's department manager who will initiate reminder procedures within his/her area.
- Receive and log all complaints and concerns regarding network foster placements. In consultation with the Assistant Manager of Intake & Emergency Services, explore and resolve the issue. Follow up to insure that appropriate and/or corrective action has been implemented and has been successful.
- Receive and forward for referral all third party investigations of network homes and maintain a tracking system. Review results and findings of investigations and make recommendations for future utilization. Participate in the development of a corrective action plan, if necessary. Follow up with the network to insure that corrective action has been implemented and has been successful.
- Gather information and develop a monthly statistical report, which identifies all network homes in use and the children in those placements. Document frequency of provider contact with each child and identify the child's individual problems and progress via review of quarterly reports from network providers. Distribute report to appropriate staff for review and input.
- Meet with administrative personnel of each network a minimum of twice per year. The purpose of such meetings is:
 - to negotiate any unresolved issues;
 - to review the quality of care of children in placement;
 - to discuss future utilization;
 - to assess compliance with the Purchase of Service Agreement;
 - to review the training and support services available to network home foster parents.

DEFINITION:

A Network Placement is a foster home that has been approved and certified by an outside agency and is supervised by that agency.

RELATED POLICIES and FORMS

- LCCS Policy 220 *Contract Review*
- LCCS Policy 222 *Agency Contract Payments*
- LCCS Policy 662 *Treatment of Children by Out-of-Home Caregivers*
- LCCS Policy 755 *Sharing of a Family Foster Home*
- LCCS Form #8766 *Notification of Placement Change*