

## LCCS POLICY 755

### Sharing of a Family Foster Home

<b>Original Issue Date:</b>	5/13/1998
<b>Revision Dates:</b>	3/31/2000, 6/18/2010, 4/29/16
<b>Revision Number:</b>	3
<b>Current Effective Date:</b>	4/20/2000, 7/7/2010, 4/29/16
<b>Obsolete/Combined Date:</b>	
<b>Reason for Obsoleting/Combining:</b>	
<b>See new Policy #:</b>	

<b>Scope:</b>	This policy applies to all LCCS family foster homes as well as all agency personnel.
<b>Responsibility:</b>	Placement Department Manager
<b>Purpose:</b>	To meet the needs of children within the State of Ohio who are in need of a family foster home.
<b>Legal Cite:</b>	O.R.C. §§5103.03, 5153.16; O.A.C. 5101:2-5-13, O.A.C. 5101:2-5-31.

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### **POLICY STATEMENT**

LCCS will share Family Foster Homes.

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### **PROCEDURE - including required timeframes and documentation**

Prior to an agency sharing use of a family foster home which has been recommended for certification by another agency, the agency wishing to use the home shall obtain a written agreement signed by the recommending/ licensing agency stating how the home is to be used and that all parties affected by the agreement approve of it.

The requesting agency maintaining the license should take responsibility for issuing, monitoring, and maintaining the Share Agreement

The Agreement should include: name and address of foster parent, the per diem, license capacity, expiration date of the license, children to be placed in the home, children currently residing in the home, expected length of placement, any juvenile court adjudication and any other terms of the agreement.

The recommending/licensing agency must provide the requesting agency with the foster care homestudy (including most recent recertification)\_including the most recent AP check of child abuse or neglect (CA/N).

The recommending agency and the requesting agency should discuss and sign the Agreement prior to the placement occurring.

The Share Agreement should be child specific and developed prior to the placement of any additional child in the shared home.

The Share Agreement should delineate the roles and responsibilities of both the recommending agency and the requesting agency.

The recommending agency shall also provide written notification to any other agencies currently using the home.

In addition, the recommending agency shall notify the custodial agency if any of the following occur:

- A serious injury or illness involving medical treatment of the foster child.
- The death of a foster child.
- Unauthorized absence of the foster child from the home.
- Removal or attempted removal of the foster child from the home by any person or agency other than the placing agency.
- Any involvement with the foster child with law enforcement authorities.

Notification must take place as soon as possible, but no later than 24 hours after the incident occurs.

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## **CASE PRACTICE GUIDES**

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## **RELATED POLICIES and FORMS**

LCCS Policy 152 (Notification Procedures for Serious Injury, Illness or Death of Children in an Out-of-Home Care Setting)