

**TUSCARAWAS COUNTY JOB & FAMILY SERVICES  
CHILDREN SERVICES POLICY**

**AUTHORIZING AND SECURING MEDICAL TREATMENT  
FOR CHILDREN IN CUSTODY**

**POLICY:**

- Foster caregivers are responsible for securing emergency and non-emergency medical treatment for foster children in their care.
- In emergency medical situations, the hospital or doctor's office policy will determine whose signature is required to authorize treatment.
- In routine medical care situations, no prior authorization from the Tuscarawas County Job & Family Services is necessary **except** when treatment is received from the Tuscarawas County General Health District.
- In non-emergency, but serious medical situations, arranged after Tuscarawas County Job & Family Services' custody, prior authorization by the Director is required.

**EMERGENCY PROCEDURES:**

1. The foster caregiver should immediately seek medical attention for the foster child when necessary.
2. The foster caregiver or medical staff must inform Children Services as soon as possible of the medical emergency (during work hours at 330-339-7791; after hours at 330-339-2000).
3. When a foster child requires emergency medical treatment and such treatment conflicts with the religious tenets or practices of the child, parent, guardian or custodian, the foster caregiver will immediately transport or arrange transportation for the child to a medical facility and will contact the Tuscarawas County Job & Family Services.
4. The hospital's or the doctor's office policy will determine whose signature is required to authorize treatment.
5. If the Tuscarawas County Job & Family Services director's signature is required, the situation is an extreme emergency, and the director cannot be reached, a Children Services worker has the director's permission to sign his/her name followed by the worker's name.
6. When the foster child is in temporary custody, the Children Services worker will make every attempt to notify the child's birth parent(s) of the emergency situation.
7. Additionally, foster caregivers must inform the foster child's worker of all emergency care and/or treatment by completing the emergency treatment record form CM 60Crb according to policy 600.25.0.

**NOTE:** Foster caregivers are advised to have Tuscarawas County Job & Family Services letter SS 131 completed and signed prior to traveling with the foster child outside the foster parents' county of residence. This letter can be used for identification and informational purposes. The above emergency procedures would still be in effect.

**NON-EMERGENCY PROCEDURES:**

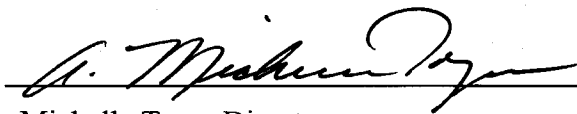
1. Foster caregivers will secure routine care for foster children; i.e., medical and dental checkups, childhood diseases and minor illnesses. These procedures do not require prior authorization from the Tuscarawas County Job & Family Services.

**Exception:** The Tuscarawas County General Health District does require a completed and signed Authorization for Services, form CM 68, for each foster child receiving medical services from their agency.

2. Tuscarawas County Job & Family Services staff and foster caregivers will not require a foster child to receive non-emergency medical treatment which conflicts with the religious tenets or practices of the child or parent without the specific written consent of the parent, guardian or custodian.
3. Foster caregivers must obtain verbal authorization from the foster child's worker or supervisor for ongoing treatment of an illness or medical condition which was being treated *prior* to agency custody.
4. Foster caregivers and the foster child's worker must obtain prior authorization from the Tuscarawas County Job & Family Services' director or the director's designee for non-emergency surgery and treatment for medical and mental health conditions of a more serious nature arranged *after* agency custody; i.e., physical therapy, therapeutic counseling, psychotropic medications. The child's name, age, custody status, and nature of the surgery/treatment must accompany this authorization request to the director.

When the child is in temporary custody, written authorization from the birth parent(s) and/or documentation of attempts to secure written authorization from the birth parent(s) must also accompany this authorization request to the director.

5. Additionally, foster caregivers must inform the foster child's worker of all non-emergency care and/or treatment by completing the appropriate forms (CM 60Arb for dental, CM 60Brb for vision, and SS 67rb for Healthchek) outlined in policy 600.25.0.



Michelle Tope, Director

5/12/13

Effective Date