

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

**MONITORING FOSTER CAREGIVERS' ADHERENCE
TO RULES, POLICIES, AND PROCEDURES**

POLICY

It is the Placement Unit's responsibility to monitor foster caregivers' adherence to Rules, Policies, and Procedures.

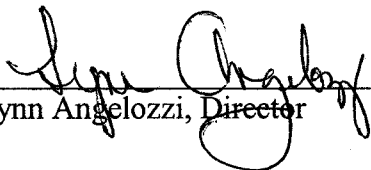
PROCEDURE

A. Methods of Monitoring

1. Safety Audits
 - a. The Foster Care Worker completes the audit by visiting the foster home and examining the various safety issues prescribed by the State on form ODJFS 01348.
 - b. An audit is completed on each agency-certified foster home every two years.
 - c. Results of audits are discussed with the foster family, and any compliance issues are noted, time limited, and followed up by the Foster Care Worker.
 - d. A copy of each audit is filed in the caregiver's case record.

2. Allegation and Evaluation of Foster Homes, SS 37
 - a. A Worker or Supervisor completes Section I of the SS 37 regarding his/her knowledge of a questionable incident, activity, or practice involving a foster child, the foster caregiver, and/or another individual associated with the placement setting, and submits it to the Protective Services Unit and/or the Placement Services Unit.
 - b. The Protective Services Unit Supervisor determines whether the allegation requires an investigation or is screened out.
 - (1) Results of an investigation could be: voluntary withdrawal of the foster home's certification, charges being filed, and/or revoking of the foster home's certification.
 - (2) The Protective Services Unit completes Section II of the SS 37.
 - c. The Placement Services Unit Supervisor and a Foster Care Worker determine if the information constitutes a Rule or Agency Policy violation.
 - (1) Rule or Policy violations result in a Corrective Action Plan for the Caregiver. This Plan cites the violation, the activities required for correcting the violation, and the time frame for completing the activities.
 - (2) Activities could include training for the caregiver, a respite from caregiving, counseling, Home-Based Therapy.
 - (3) The Foster Care Worker monitors the caregiver's activities for compliance and completes Section III of the SS 37.
 - d. A copy of the completed SS 37 is filed in the foster caregiver's record.

B. A summary of foster home audits and allegations and evaluations of foster homes is compiled quarterly and reviewed by the Continuous Quality Improvement Team.


Lynn Angelozzi, Director

2-17-06
Date