

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

EMERGENCY CHILD CAREGIVER REQUIREMENTS

POLICY

Tuscarawas County Job & Family Services requires that children in custody be supervised by a qualified caregiver at all times.

Foster Caregivers may use an Emergency Child Caregiver for absences of 24 hours or more.

PROCEDURES

- A. The Emergency Child Caregiver must meet all of the following requirements:
1. Is at least 21 years of age;
 2. Signs the "Foster Family Emergency Child Caregiver Convictions (FFECC) Statement" attesting that he/she has not been convicted of or plead guilty to any offense listed on the form, and signs the confidentiality statement;
 3. Completes local and BCII criminal records check;
 4. Provides a safe and healthy environment when children are present;
 5. Ensures that any individual whose behavior or health endangers the health, safety and well-being of children is not present while child care is being provided.
- B. The Foster Caregiver is responsible for identifying a prospective Emergency Child Caregiver and giving him/her the following documents:
1. Foster Family Emergency Child Caregiver Conviction Statement;
 2. Emergency Child Caregiver Statement;
 3. A Confidentiality Statement regarding the foster children for whom they provide care;
 4. Authorization for Police/Criminal Records Check
 5. A statement regarding the procedure for conducting a BCII records check.

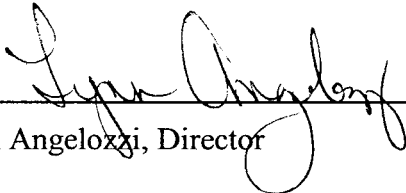
The prospective Emergency Child Caregiver must complete and sign documents #1, #2, #3, and #4 before returning them to the agency.

- C. Emergency child care shall only occur in the Foster Caregiver's home.
- D. The Foster Caregivers shall contact TCJFS Placement Services Unit or the on-call worker immediately when an Emergency Child Caregiver is being used for unplanned absences of 24 hours or more caused by circumstances such as illness, accident or other family crises.

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Page Two

- E. The Foster Caregivers shall contact TCJFS Placement Services Unit prior to all planned absences of 24 hours or more when an Emergency Child Caregiver will be needed. The following information shall be discussed:
1. Date Emergency Child Care is needed;
 2. Name of the Emergency Child Caregiver that the Foster Caregiver plans to use.
- F. Placement Services staff will arrange Emergency Child Care when Foster Caregivers are unable to make their own arrangements.
- G. The Foster Caregiver must give the following information to their Emergency Child Caregiver when child care services are being provided:
1. Telephone number where the Foster Caregiver can be reached;
 2. Telephone number of TCJFS, and telephone number for Tuscarawas County Sheriff's Department;
 3. Location of first aid supplies;
 4. Foster child's health records.
- H. The Foster Caregiver shall maintain a copy of the "Emergency Child Caregiver Statement" on file in their home.



Lynn Angelozzi, Director

9-17-03

Effective Date