

Clarification of Roles

Licensing and Case Management Social Workers

Licensor

- Monitor compliance of licensing requirements and complete annual evaluations. Provide general support to foster parents.
- Develop an understanding of each foster homes' family dynamics and skills
- Provide training opportunities/resources regarding general topics pertaining to foster care
- Maintain general information regarding the child(ren) in each foster home for matching purposes.
- Initiate calls to foster families about availability for placements
- Explaining the DOC payment process
- Provide foster parents with opportunity to evaluate agency practices both verbally and in writing
- Review state liability insurance coverage
- Recruit new foster homes

Both

- Consult regarding placement requests (emergency, respite, interim placements, etc)
- Support relative and non-relative placements by providing attentive communication.
- Engage the foster family in on-going discussion and evaluation of their roles and responsibilities
- Guide foster parents in preparing for a child to leave their home
- If a foster parent requests a child(ren) to be moved, collaborate to determine if additional supports or services can be implemented to maintain the placement
- Unless there is an issue with health and safety, remove the child within 45 days of the request
- Evaluate placements as a team with foster families (on-going and at the end of placements)

Case Manager

- Complete the Placement Information form and provide to foster family
- Coordinate placement or respite plan logistics
- Assist foster parents in addressing child's specific needs in their home (mental health, behavioral, medical, etc.). Also coordinate appropriate services for the child(ren).
- Actively involve foster parents in the Out of Home Placement Plan development
- Discuss on-going case plan decisions with foster parent
- Complete monthly visits with the child(ren) in the foster home
- Coordinate visitation plans
- Provide notification of court hearings to all involved participants
- Discuss DOC rates with foster care providers. Provide notification of their ability to appeal DOC determinations.