



NORTHERN CALIFORNIA
FAMILY CENTER

Advanced II Resource Parent Training

Quote



TODAY'S AGENDA

- When You Must Call NCFC
- Emergencies
- Medication
- Unusual Incident Reports
- Respite Care
- Resource Family Portal
- CCL Inspection Checklist
- Home Inspection
- Home Safety
- Deficiency Examples
- Resource Parent Agreement
- Terms of License
- Quiz
- Forms & Handouts (Budget, Home Study, Title 22 Foster Care Regulations)



WHEN YOU MUST CALL NCFC STAFF, IF IN DOUBT CALL!

- Any violation of child's personal rights including use of physical punishment
- Any injury requiring medical or emergency treatment
- Any suicide gesture, talk, act or attempt
- Any suspected or actual runaway or unauthorized absences in excess of two hours
- Any illness requiring hospitalization
- Any police involvement or any suspected or reported crime involving children in your care
- Any suspected, known or reported child abuse involving yours or any child. This includes:
 - Physical abuse
 - Neglect
 - Emotional abuse
 - Sexual Assault (whether the accused is an adult or child)
 - Includes rape
 - Molestation

WHEN YOU MUST CALL NCFC STAFF, IF IN DOUBT CALL!

- Any physical restraint or abuse
- Death or poisoning of a child
- Sexualized behaviors, acting out, or sexual engagement with other children or adults
- Any unauthorized absences of child
 - Late return from authorized visit
- Suspected or known use of chemical substances or alcohol
- School suspension/expulsion or truancy
- Contact by unauthorized persons not approved by agency or contact during inappropriate times
- Catastrophe
 - Fire
 - Explosions
 - Earthquake
 - Any disaster that damages or renders the house unsafe where you need to evacuate
- Crime, known suspected or reported
- Epidemic outbreak





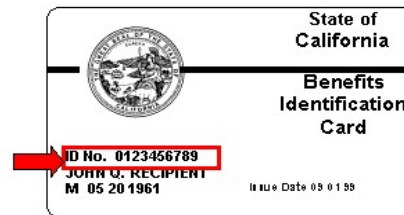
EMERGENCY POLICY & PROCEDURES

- Medical emergencies, or any unusual incident may be reportable to the State
- If the incident is reportable, it must be phoned in to the State within 24 hours.
- Resource Parents should immediately notify the office, by phone (925-370-1990), of an unusual incident
- They should speak with their social worker or the intake staff who can contact the social worker

MEDICAL EMERGENCIES

- Administer first aid
- For **critical** or **life** threatening situations:
 - Call 911 for ambulance
 - Call NCFC to notify
 - Ask NCFC for back-up care for other children if needed
- Bring:
 - Medi-Cal card
 - Medical consent form
 - Home file with medical records

Resource Parents should exercise prudent standards and required First Aid Kits to address medical emergencies.



DENTAL EMERGENCIES

Attend to problem as quickly as possible

Make sure dentist is aware of child's health history:

Allergies (i.e. to Penicillin)

Epilepsy

Diabetes

Asthma

Sickle Cell Anemia

In Contra Costa County dentists are available for emergency services who accept Medi-Cal for same day and after-hour services



MEDICAL EMERGENCY PROCEDURES FOR CRISIS/RUNAWAY PROGRAM

When seeking emergency services, bring:

- Child's signed Parental Crisis Home Consent Form and Agreement
 - This was signed by guardian at intake and serves as consent for medical treatment
- If you do not have this form, contact NCFC.
 - NCFC will file an Unusual Incident/Injury/Death Reports (Lic. 624) and update the child's care file after medical emergency
- Call 911 in case of **serious medical emergency**
- Provide child's Parental Crisis Home Consent Form and Agreement signed by guardian – this gives medical authorization
- Call NCFC to contact child's parents or placement agency
 - Hospital will begin treatment in life threatening emergency

AFTER MEDICAL EMERGENCY CARE

Before leaving hospital, get the following information:

- Name of treating physician
- Diagnosis and treatment plan
- Medication names and dosages
- Written instructions for all medications including over-the-counter
- Time and date of follow-up appointments



NON-EMERGENCY MEDICAL CARE FOR CRISIS/RUNAWAY PROGRAM

- If a child becomes sick, isolate them from other children, take his/her temperature and keep records
- If a child needs to see a doctor, call NCFC & Social Worker will make arrangements
- Provide the child's signed Parental Crisis Home Consent Form and Agreement
 - If you do not have this form, contact NCFC. They will contact parents for authorization
 - NCFC will file an Unusual Incident/Injury/Death Reports (Lic. 624) and update the child's care file



ADMINISTERING MEDICATION

- Distribution of medication must have physician approval. This includes over-the-counter meds: aspirin, cough syrup, antihistamines, etc.
- All label instructions must be followed
- Do not give medication to a youth to be taken at a later time
- You or NCFC need to consult the school if this becomes necessary
- Unless authorized by law, do not administer injections but you can assist youth with self-administration as needed
- Physician verification of youth's ability to self administer injections must be in their file
- No youth can be **forced** to take any medication
- Medication cannot be disguised in food or liquid
- Document any medication non-compliance by youth and contact NCFC SW
- Never discontinue prescribed therapy or medication – only the physician may do so



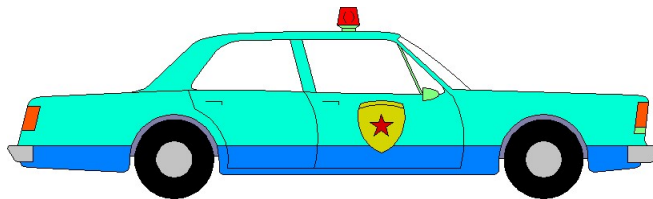
DISCONTINUING MEDICATION

- Social worker or parent must destroy medication when prescription is discontinued
- A Centrally Stored Medication and Destruction Report (Lic. 622) must be completed with co-signature and date
- For assistance with this or any medical or dental procedure or emergency, contact NCFC's 24-hour on call staff



FOSTER CHILD EMERGENCY

- Violent, Criminal, Bizarre or Suicidal Behavior:
 - If a child acts in violent or criminal ways, he/she should be removed from the Resource Home or NCFC office
 - Police may need to be called
 - Post numbers on Resource Parent's Emergency Disaster Plan
- Child out of control:
 - Threatening physical violence to others, themselves or property
- Attempt to calm child without physical contact
- Call NCFC Social Worker
- If child is in **immediate danger** to themselves or others **call 911** or your local emergency assistance number



FOSTER CHILD EMERGENCY (CONTINUED)

- Suicide Threat or Gesture – any time a child uses words or gesture to indicate they could do harm to self, contact NCFC
- If child has “taken something” or attempted suicide:
 - Take to hospital
 - Call ambulance if necessary
 - Call NCFC
 - Call Police Dept if necessary for 5150 transport (held for 72 hours observation)
- Violent or Criminal Behavior
 - Theft, property destruction, and violent acts fall under misdemeanor or felony, for youth constitutes 602 offense
 - Contact NCFC
 - Contact police – police will take youth to Juvenile Hall if proper evidence is provided
 - Further instruction for interacting with police is under “Police Involvement”

RECOMMENDED FORMS OF DISCIPLINE

- Reward appropriate behavior – have positive expectations
- Use positive feedback – point system, self-rating, contracts, progress reports
- Time outs in a quiet place when necessary
- Restrict child to room or from events, activities, outings as is appropriate
- Take away privileges:
 - Free time
 - Use of phone
 - Computer or game
- Consequences for dangerous or inappropriate behavior should logically connect with intention to teach
- Consequence should fit the offense
- Give chores, not busy work
- Be creative





NON-ALLOWABLE FORMS OF DISCIPLINE

- No corporal punishment
- No humiliation rituals
- Child may not be sent to bed in middle of day
- Child may not be deprived of sleep
- Child may not be deprived of food
- Child may not be locked in their room
- Child cannot be forced to walk unusual distance to school
- There can be no infliction of pain
- No intimidation
- No ridicule
- No coercion
- No threats
- No denial of contact with child's natural family
- No withholding regular monetary allowances



RESPIRE CARE

- Respite care provides parents and other caregivers (Resource Parents) with short-term child care services that offer temporary relief, improve family stability, and reduce the risk of abuse or neglect. Respite can be planned or offered during emergencies or times of crisis. Respite may be used when a Resource Family is vacationing (we prefer you take your foster child with you) or dealing with unexpected crisis (death of family member, etc.)
- Monthly reimbursement money will be prorated and distributed according to where the foster youth spent the night



RESOURCE FAMILY PORTAL

- Resource home website which allows easy communication between FFA and Resource Parent(s)
- Demonstration:
 - https://login.microsoftonline.com/login.srf?wa=wsignin1.0&rpsnv=3&ct=1405725565&rver=6.1.6206.0&wp=MBI_KEY&wreply=https:%2F%2Fwww.outlook.com%2Fowa%2F&id=260563&whr=ncfc.onmicrosoft.com&CBCXT=out
 - Please refer to your handout and follow along!



CCL INSPECTION CHECKLIST

General Requirements

- No more than 2 infants (aged 0-23 MONTHS) including the caregiver's may reside in the home
- Telephone services must be working at all times
- Maintain first aid supplies appropriate to needs of children in care
- Children's records must be maintained and kept confidential
- Applicants must have current age appropriate CPR and First Aid training
- Unusual Incident must be reported
- Licensed caregiver must complete 12 hours of annual training required while caring for foster children

CCL INSPECTION CHECKLIST

Kitchen/Dining Area

- Cleaning products/chemicals must be **“INACCESSIBLE”** (Poisons must be locked! Using a Lock and Key!!)
- Sharp knives must be **“INACCESSIBLE”**
- Proper storage/sufficient quantities of food

Living Room/Den

- Fireplace is **INACCESSIBLE** (Screen!)
- Floor/wall heaters are **INACCESSIBLE** to small children
- Maintain a comfortable temp at all times (guideline is 68-85 degrees)

* **ALL** Flooring /Carpets/Walls throughout home must be in good repair *



CCL INSPECTION CHECKLIST

Bedrooms

- No more than 2 children per bedroom
- One child per bed
- Children of opposite sex shall not share a room unless each child is under 5 years of age
- No more than 2 infants (0-23 months) may share a bedroom with the caregiver(s)
- Mattresses/Box spring/Linen in good repair
- No room commonly used for other purposes can be used a bedroom
- No bedroom can serve as a passageway to another room
- Bunk beds must have a rail on the upper tier
- No child under 5 years of age in the upper tier of a bunk bed
- Lamps, portable or permanent closets, and drawer space for children's belongings are provided
- Each infant shall have a crib/bassinet appropriate for age/size
- Toys/books/games/educational material



CCL INSPECTION CHECKLIST

Bathrooms

- Medications are safely stored/inaccessible
- Hot water maintained at a safe temperature (105-120 degrees)
- Harmful items must be **INACCESSIBLE**
- Hygiene items (shampoo, toothbrush, toothpaste, etc.) must be provided to children

Hallways

- Functioning smoke detectors located in hallways of sleeping areas
- All passageways must be free of obstructions/hazards



CCL INSPECTION CHECKLIST

Outdoor/Yard

- Outdoor activity space must be free from hazards (poisons, insecticides, dangerous gardening tools, etc.)
- Pools/Spas/Bodies of water must have appropriate fencing/covers when caring for children under 10 years of age

DEFICIENCY EXAMPLES



DEFICIENCY EXAMPLES





APPLICATION DENIAL (POSSIBLE REASONS)

- Inability to cooperate or failure to meet licensing requirements.
- Criminal record or child abuse allegations that are of a serious nature.
- The home/physical plant did not meet the Buildings & Grounds within Title 22 FFH Regulations.



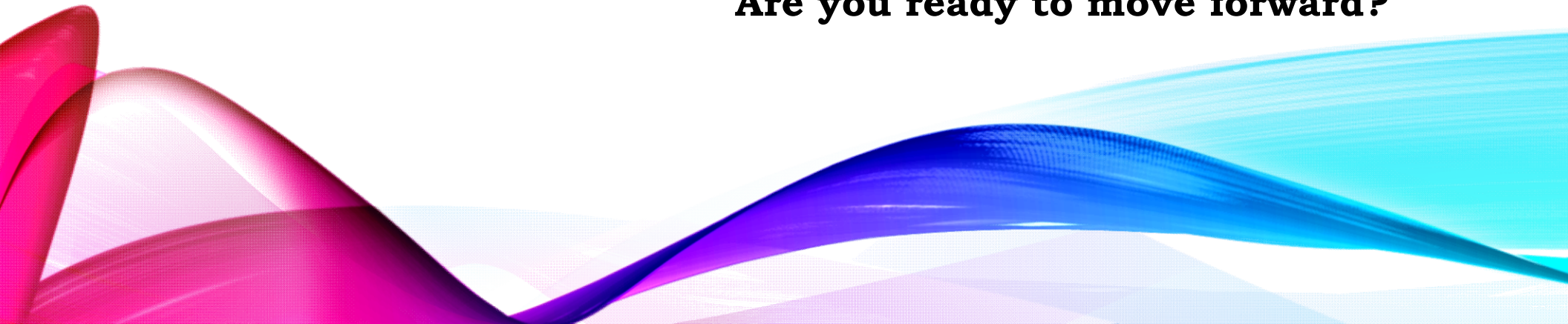
RESOURCE PARENT AGREEMENT

- FFH is issued a Certificate of Approval which states the capacity and age range
- Resource Parent(s) will sign the Resource Parent Agreement which states:
 - Program (Foster Care or Crisis/Runaway)
 - Reimbursement Rate
 - Reimbursed Monthly beginning the following month after the placement date (ex: D.O.P. = 9/12/14; Reimbursement check mailed = 10/10/14)
 - Checks are mailed out no later than the 10th day of the following month

QUIZ TIME !!

What have you learned?


Are you ready to move forward?





FORMS AND HANDOUTS

- Please complete:
 - Budget Form
 - Home Study
- Handout
 - Title 22 Foster Care Regulations



Please know it is with great
pleasure that
we welcome you
to be a Resource Parent with our
agency

