

# **RH-113 EMPLOYEES WISHING TO BECOME A RESIDENTIAL RESOURCE**



*In this document, words used in the masculine gender apply to anyone.*

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(previously RH-42)

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## **Policy**

Residential resources used by Valoris exist to meet the needs of vulnerable children or adults. Some agency staff members may show an interest in becoming a residential resource (foster family, home-sharer or adoptive family) for a client under the care of Valoris. It is important to consider expertise of the agency employees and the best interest of our clients, since the fusion has provided Valoris with a large number of staff members in a relatively small community.

Staff members of Valoris may submit their application to become a residential resource.

## **Procedure**

1. Valoris will ensure that becoming a residential resource will not place staff members in a situation of real or potential role conflict or conflict of interest.
2. A staff member (child protection services worker, child and youth worker, access supervisor...) who offers child protection services may become a residential resource for adults and/or permanent wards.
3. All staff members may offer private relief care to foster parents or resource staff, as long as they are not professionally responsible for that client. Valoris must be notified of this arrangement, which must also meet the requirements of Policy and Procedure FA-14: Relief Services for Foster Families.
4. A staff member may apply to become a residential resource for a child when they are related to the client in question, and will as such be assessed as a kinship foster family.
5. Valoris assumes the ultimate responsibility for the care of children and adults in placement and, as such, may be required to investigate claims against resource staff.
6. No staff member may have professional obligations towards the client in question or their family.

7. Valoris may request that another organization and/or Children's Aid Society perform the assessment of the potential candidate if members of the resource team doubt their impartiality due to the nature of their relationship with the staff member.
8. Candidates are subject to the same rules and requirements as external applicants.
9. Special training will be offered to certified staff resources in order to clearly define their different roles.
10. Staff members wishing to become a residential resource must express their interest via a resource team worker, who will submit the request to the Resource Supervisor.
11. Each application will be assessed individually by a Residential Services Management Team.
12. If the application is refused, the Resource Supervisor must notify the candidate of the reasons behind the decision.
13. If the application is approved, the Resource Supervisor will assign the family's assessment to a resource worker who is impartial toward this staff-applicant.
14. If there are no resource workers able to perform the assessment and follow-up of the family due to a true conflict of interest, the family will be referred to another organization and/or Children's Aid Society.
15. The paper and electronic files for this staff resource will be sealed, and may only be accessed by the worker assigned to this file, supervisors, the Quality Assurance coordinator and Human Resources staff and Valoris' Executives.  
  
Access to information in these files by any other person will be refused.
16. The paper and electronic files for the client under the staff member's care will not be sealed. However, the resource worker shall respect confidentiality and he shall not access the file of the client under his care. (Refer to RH-07: Employees' Code of Ethics).

## **Definitions, annexes and references**

### **Definition**

**Residential resource:** Adult responsible for individuals received into home sharing settings.

### **References**

- Policy S-261: Respite for Foster Families
- Policy RH-401: Employees' Code of Ethics