

S-262 CLOSURE OF A FOSTER HOME



In this document, the non implicit gender applies to both men and women.

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(previously FA-20)

Policy

Foster parents wishing to close their foster home must advise the Agency of their intent as quickly as possible, at least 30 days prior to the closure, in order that the appropriate steps may be taken to ensure continuous care for the child. The Agency relies on the cooperation of the foster parents in order to prepare and facilitate the child's move.

The Residential Services Supervisor must approve any decision by the Agency to close a foster home.

Regardless of the circumstances surrounding the closure of the foster home, the Agency will require assistance from the foster parents to minimize the impact of an unexpected move on the child.

The foster family's worker will meet with both foster parents in order to clearly explain the reasons for the closure. If the foster parents oppose the Agency's decision, the worker will advise them of the procedure to follow in order to file a complaint. If the foster parents refuse to meet with the worker, this refusal will be documented in their file.

Procedure

1. Voluntary closure of a foster home

The foster family's worker will document the reasons for closing the foster home and ensure that its decision is not the result of a conflict with the Agency or other collaterals.

The worker and his supervisor will send a letter to the foster parents confirming the end of the agreement, except for the dispositions relative to confidentiality of information received in reference to the child/children. This letter will also thank them for their services and commitment to the child. Upon their request, the worker may provide the foster parents with a letter of recommendation.

2. Closure of a foster home by Valoris

2.1. Motives leading to the closure of a foster home

- A serious breach of confidentiality;
- A serious breach of policy concerning the use of corporal punishment;
- The use of drugs or alcohol abuse by the foster parents or by another member of the household;
- Physical or sexual abuse of a child or an adult in the foster family;
- The refusal to comply with physical safety standards;

- Unsatisfactory quality of care that fails to meet minimum Ministry standards (cleanliness, medical care, etc.);
- The committal of a serious criminal act by one of the foster parents (fraud, assault, etc.);
- Accusations of abuse by one of the members of the foster family; even without a criminal accusation, there may be sufficient doubt to believe that the child might be at risk of abuse;
- Controversy surrounding the foster family that may be harmful to the child in care and the Agency;
- Failure to comply with the conditions set forth in the Service agreement signed between the foster parents and Valoris for Children and Adults of Prescott-Russell;
- Refusal by the foster parents to accept foster children presented to them during a period of one year, based on their availability, the children's age, sex or special needs;
- Other motives deemed to be serious by Valoris for Children and Adults of Prescott-Russell.

2.2. Closure

The worker and his supervisor will send a letter to the foster parents confirming the end of the agreement, except for the dispositions relative to confidentiality of information received in reference to the child/children.

This letter will also outline the Agency's reasons for closing the foster home.

3. Closure of a kinship (kin) and a kithship (kith) foster home

3.1. A kin and kith foster home is automatically closed upon the departure of the child for whom the foster family had been approved.

3.2. The worker will confirm the closure of a kin and kith foster home in writing.

3.3. Kin and kith foster parents who express an interest in becoming regular foster parents will be advised that they must attend the basic training program offered to foster parents.

4. Documentation and follow-up for the closure of a foster home

During the closing meeting with the foster family, the worker will request that the foster family return their identification card as well as any objects, equipment, notes and documents belonging to the Agency or to the children in care.

The worker must complete the disposition for the closure of the foster home and ensure that the file is complete.

Definitions, annexes and references

Definition

Parents: The term "parents" includes biological and adoptive parents, stepfathers, stepmothers and any other person who is responsible for a child before Valoris intervenes.

References

- Ministry requirements:

CONDITION 13

Valoris for Children and Adults of Prescott-Russell shall provide workers with written policies and procedures for closing foster homes. In situations where the foster parents oppose the Society's decision to close their home, the procedures shall include:

- a) a minimum of one interview with the foster parents;
- b) a letter signed by the Society or its designate sent to the foster parents in accordance with any terms in the service agreement stating that their home is officially closed and that any agreements they have entered into with the Society or its workers are terminated.