

# S-258 ANNUAL ASSESSMENT OF FOSTER FAMILIES-MODIFIED



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Version 5 effective March 21, 2012 (modified April 1 2019)

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(previously FA-10)

## Policy

All foster families, regardless of their classification, must be re-assessed annually.

The assessment takes place 12 months after the foster parent (s) have been approved by Valoris and every 12 months thereafter. The examination complies with the requirements prescribed by s. 123 (1) - (7) of Regulation 156 of the Child, Youth and Family Services Act, 2017.

The Residential Services worker must meet with all individuals over six years of age living in the foster family's residence in order to complete the annual assessment.

During the assessment, the worker reviews the Service Agreement between the foster family and Valoris; this agreement may also be reviewed at the request of the foster family or the Agency at any other time during the year. The worker will also review the confidentiality agreement signed by the foster parents.

Foster parents must provide recent medical references concerning their state of health every five years or as required by Agency staff.

Foster parents must immediately advise the Agency of any significant change to their family situation or to their residence – such as an adult found guilty of a criminal act, a relocation, renovations, the installation of a pool, the arrival of a new partner, the loss of a driver's license, changes in home and car insurance or a serious or contagious illness. The worker can request a driver's abstract and proof of home and care insurance if deemed necessary. These circumstances will warrant a reassessment of the foster family.

## Procedure

### A) Process and Objectives

The annual assessment of a foster family takes place 12 months after initial approval and every 12 months thereafter. This process allows both parties to review and update elements that were considered in the initial assessment. The foster parents must inform the agency of any changes such as renovations, installation of a swimming pool, change in insurance coverage for the home or car. Similarly, the worker may request a certificate of good conduct and proof of home or vehicle insurance, if deemed necessary. These changes will be detailed within the subsequent annual reassessment of the foster family.

As part of this assessment, the Worker meets with each foster parent to ask questions and comments on:

- Any changes in the family's health, constellation or financial situation;
- Important events that have impacted the family over the course of the year;
- The ability of the foster parents to meet the needs of the children through their plan of care;
- The foster parents' attitude toward and cooperation with the child's parents;
- The level of cooperation and relationship between the foster parents and Agency personnel, and other professionals;
- The foster parents' level of satisfaction with the services and support received from staff members;
- The needs of the foster parents;
- The opinion of the biological children;
- Goals for the upcoming year;
- The foster parents' training needs;
- The foster parents' strengths and accomplishments;
- The foster family's future availability, particularly if the foster home has been inactive for a period greater than six months;
- The Agency's appreciation and gratitude for their services;

**The Worker evaluates:**

- The safety of home (including water test, immunization of house pets and testing of smoke detectors, etc.)
- Common living areas of the home,
- The room where the child placed in foster care sleeps,
- The land around the home,
- The play space used by children in the foster home;
- And identifies recreational areas within walking distance of the home.

Prior to the annual assessment, the worker will obtain comments and recommendations from workers and partners who have dealt with the foster family; the worker will consider contact with the foster family over the course of the year concerning the progress of the children in their care and shortfalls of the foster parents. The assessment will also take into account comments made by the child in care, as obtained through a private meeting.

The Worker reviews the policies and procedures that apply to care of foster parents in a foster home;

If an individual who lives in the foster home at the time of the examination did not live there during the initial assessment or at the last assessment, the Worker obtains the declaration referred to in paragraph 121 ( 2) (ref S-255);

The Worker evaluates the foster family according to the objectives set for the type and level of care to be provided in the foster family;

The Worker visits the foster home to establish whether, on the one hand, it continues to be an adequate placement for a foster child and, on the other hand, whether it always meets the requirements of subsection 121 (7) (S-255);

The licensee or the person designated by the licensee must conclude that the foster home continues to be an appropriate placement for a foster child only if the home continues to meet the requirements of Regulation 156 / 18.

**1. Documentation**

The annual assessment must be completed and signed by the Supervisor within six weeks following the due date.

The written annual assessment and the renewal of the agreement for foster care must be signed by both of foster parents, the worker and the Supervisor. One copy is returned to the foster parents, who may make comments on the form in the prescribed area.

**2. Other circumstances warranting an assessment throughout the year**

**The arrival of another adult in the residence:** The Agency must obtain a criminal record verification for any adult living in the residence, including vulnerable sector screening.

**Relocation/major modifications to the residence:** The worker must visit the residence within 30 days of a relocation to ensure its safety. At this time, the worker will complete the housing requirements verification form and obtain the signatures of the foster parents.

**Definitions**

**Parents:** The term "parents" includes biological parents, adoptive parents, step-mother, step-father or all other persons responsible for the child previous to Valoris' involvement.

**References**

- Child, Youth and Family Services Act, 2017
- Ontario Regulation 156/18: General Matters Under the Authority of the Minister
- Services and Supports to Promote the Social Inclusion of Persons with Developmental Disabilities Act, 2008