

S-251 FOSTER HOME LICENSING



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

Version 3 effective October 20, 2008

(previously FA-02)

Policy

Valoris conforms to the requirements for the annual renewal of its license relating to care offered to children in foster homes. These four licensing requirements are outlined in the Ministry of Community and Social Services' manual entitled "Foster Care Licensing" and are easily identifiable in each policy as they are placed in a shaded frame.

1. The Child and Family Services Act

The Society is required to comply with the Act and its regulations (CSFA Section 195 and 196), meaning the entire CSFA and applicable regulations.

2. Regulations

The regulations which accompany the CSFA contain a segment completely devoted to licensing. These regulations have the authority of law.

3. Terms and Conditions

This manual contains 36 mandatory terms and conditions.

4. Orientation Guidelines

Orientation guidelines are presented as statements of Ministry expectations.

In addition to the four requirements listed above, the Ministry uses guidelines to outline best practices. Several of these guidelines have been incorporated into the policies and procedures.

GUIDELINES:

A statement indicating the level of care or conduct expected. Guidelines allow the user to suggest various ways to apply the orientation guidelines. They differ from orientation guidelines as they are not mandatory and are limited to explaining practices that are deemed appropriate. Agencies are encouraged to follow these guidelines.

Valoris does more than simply adhere to the Ministry's minimal requirements and has implemented other practices to further improve the quality of care provided to foster families and children in care.

Residential Services Supervisors are responsible for ensuring that the implementation meets the necessary requirements for license renewal.

Residential Services Supervisors ensure that foster parents have received a copy of the policies and procedures relating to placement in a foster home and that these are understood prior to their approval. Subsequently, foster parents are promptly advised of the approval or revision of policies and procedures relating to them, whether directly or indirectly. The Foster Parents Association is invited to participate in the process of approval and revision of policies and procedures relating to them.

Procedure

1. Responsibilities of Residential Services Supervisors

Supervisors must prepare the annual review and work in conjunction with the Ministry Representative. They will advise this representative of any revisions or adoptions of new policies and procedures.

The policies and procedures relating to foster families and children in care are reviewed every four years or as required.

The report prepared by the Ministry Representative following the annual review of the license will be presented to the Board of Directors; recommendations are reviewed and implemented by Residential Services Supervisors.

The license is displayed at the Agency's Head Office.

2. Training for employees and foster families

Child Protection Services Supervisors in all sectors are responsible for training their staff on policies and procedures that are approved and/or revised.

Residential Services staff in particular must be familiar with and understand policies and procedures, as they are a resource for foster parents.

3. Exclusions

Other residential establishments managed or used by Valoris such as family-type resources for adults, and room and board for homeless youth are not subject to this license or conformity requirements.

Definitions, annexes and references

Definitions

Foster Family: A family-type establishment offering care to a maximum of four children, under the Agency's supervision and pursuant to an agreement relative to the care offered by a foster home.

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

Annex

- Foster Family License

Reference

- Ministry Requirements:
CFSA 193 (1) (a) and (b) :
No person shall
(a) establish, operate or maintain a children's residence; or
(b) provide exactly or indirectly, residential care (including foster care) for three or more children not of common parentage, in places that are not children's residences, except under the authority of a licence issued by a Director under this Part.