

ICCA and Notices Checklist

(For Caseworker Reference)

*Remember to engage youth in ICCA creation and also include strength based characteristics

*For further instructions on reports below, search SACWIS Knowledge Base <https://jfskb.com/sacwis/>

REPORT NAME	COMPLETE WHEN	TIMEFRAME	SIGNED BY	PROVIDED TO
ICCA	<ul style="list-style-type: none"> • Child is placed in a substitute care setting (initial and all subsequent placement changes) • Any information involving the child changes 	<ul style="list-style-type: none"> • Prior to placement • Within 7 days of emergency placement • Within 7 days of any change in child information 	<ul style="list-style-type: none"> • Substitute Caregiver • Agency Rep • Provider Rep 	<input type="checkbox"/> Substitute Caregiver <input type="checkbox"/> Agency <input type="checkbox"/> Network Provider (if applicable) <input type="checkbox"/> Foster Family Record (if Agency Foster Home)
Healthcek and Pregnancy Related Services Info Sheet	<ul style="list-style-type: none"> • Child is initially placed in substitute care 	<ul style="list-style-type: none"> • As soon as possible after initial placement 	<ul style="list-style-type: none"> • Custodial Agency 	<input type="checkbox"/> Medicaid Managed Care Plan
Notification of Student Out of Home Placement	<ul style="list-style-type: none"> • Child is placed in a substitute care setting (initial and all subsequent placement changes) 	<ul style="list-style-type: none"> • Within 1 school day of change in a child's living arrangement 	<ul style="list-style-type: none"> • No Signatures 	<input type="checkbox"/> Child's current school (even if remaining in same school) <input type="checkbox"/> Child's new school (if applicable)
School District Notice Report	<ul style="list-style-type: none"> • Child is placed in a substitute care setting or in a foster home operated by a private agency whose headquarters are in another county (initial and all subsequent placement changes) 	<ul style="list-style-type: none"> • Within 5 days of initial placement • Within 5 days of any change in placement 	<ul style="list-style-type: none"> • No Signatures 	<input type="checkbox"/> Child's former school <input type="checkbox"/> Child's receiving school
Court Notice of Child Placement	<ul style="list-style-type: none"> • Any time child enters or exits a foster or kinship home 	<ul style="list-style-type: none"> • Within 1 business day of the initial placement • Within 7 days after any change in placement 	<ul style="list-style-type: none"> • Caseworker • Supervisor 	<input type="checkbox"/> Juvenile Court where custody is held
Notice to Court of Delinquent / Unruly Out of County Placement of Child	<ul style="list-style-type: none"> • Child is placed in an out of county substitute care setting or in a foster home operated by a private agency whose headquarters are in another county (initial and all subsequent placement changes) and has been adjudicated delinquent/unruly 	<ul style="list-style-type: none"> • Within 5 days of initial placement • Within 5 days of any change in placement 	<ul style="list-style-type: none"> • Caseworker • Supervisor 	<input type="checkbox"/> Juvenile Court where child is placed
JFS 1443 Child's Medical Information And JFS 1443 Child's Education Information	<ul style="list-style-type: none"> • Child is placed in a substitute care setting (initial and all subsequent placement changes) • When there is a change in or new information regarding the child's medical or education information 	<ul style="list-style-type: none"> • At initial placement • Within 7 days of any change in placement, health, and education or school information 	<ul style="list-style-type: none"> • Custodial Agency 	<input type="checkbox"/> Substitute Caregiver * Refer to Rule 5101:2-38-08 for further instructions on JFS 1443 "Child's Education and Health Information"

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OHIO DEPARTMENT OF JOB AND FAMILY SERVICES
INDIVIDUAL CHILD CARE AGREEMENT

Generated on: 01/28/2022 09:30 AM

By execution of this agreement, **Willie Winter & Wyonna Winter** agrees to provide substitute care services for **ABC County Department of Job and Family Services** on behalf of **April Daze** for whom the agency has custody of or is facilitating a placement in substitute care.

Placement Begin Date: 10/05/2021

CHILD INFORMATION:

April Daze	Female, Age 8, DOB: 04/01/2013	Case ID: [REDACTED]
Permanency Goal: Return the child(ren) to parent/guardian/or custodian (Reunification)		
Agency Legal Status: Temporary Custody/Placement and Care		
Child's Next Custody Court Date:		

AGENCY CONTACT INFORMATION:

ABC County Department of Job and Family Services 30 E Broad St Columbus, OH 43215 Agency Phone Number: (614) 888-0000 Agency Phone Number (after hours): (614) 888-0000 Agency Fax: (614) 999-0000	Case Worker Name: Cathy Caseworker Phone: Email: Supervisor Name: Casey Caseworker Phone: (123) 456-7890 Email:
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SUBSTITUTE CARE PROVIDER CONTACT INFORMATION:

Placement Type: Certified Foster Home <i>Per Diem: Refer to your agency's contract with this provider for a cost breakdown.</i>
Recommending Licensing Agency / Network Provider Name: ABC County Department of Job and Family Services 30 E Broad St Columbus, OH 43215 Phone: (614) 888-0000 Fax: (614) 999-0000
Substitute Caregiver / ID: Willie Winter & Wyonna Winter / [REDACTED] Address: 4200 E 5th Ave, Columbus, OH 43219 Phone: (614) 555-5555 Email:

PLACEMENT

April Daze

Female, Age 8, DOB: 04/01/2013

Information Regarding the Child's Need for Placement:

Initial Removal Circumstances:

PCSA received custody

Initial Removal Reasons:

Caretaker's Inability to Cope, Child's Behavior Problems, Delinquency, Drug Abuse of parent/caretaker

What are the circumstances leading to the Initial Removal?

Enter risk of harm narrative here

Initial Removal Date from Child's Home: 10/05/2021

Total Number of Days Placed Out of Home: 115

Total Number of Placement Moves: 0

Estimated Timeframe for Placement: 1-6 months

What are the circumstances leading to the current need for placement?

circumstances leading to the current need for placement narrative

Describe the status of the child's Lifebook (created, reviewed, provided to the child, etc.):

status of the child's Lifebook (created, reviewed, provided to the child, etc. narrative

Indicate any placement restrictions (i.e. boys or girls only, no other children, location, etc.):

placement restrictions (i.e. boys or girls only, no other children, location, etc narrative

Describe safety and well-being concerns regarding the child:

safety and well-being concerns regarding the child narrative

Describe safety and well-being concerns regarding the students and school personnel:

safety and well-being concerns regarding the students and school personnel narrative

Describe safety and well-being concerns regarding the community:

safety and well-being concerns regarding the community narrative

BASIC / BACKGROUND

April Daze

Female, Age 8, DOB: 04/01/2013

Hair Color: Dark Brown

Eye Color: Hazel

Physical Description: Additional Narrative

Race:American Indian, Black/African American, White

Ethnicity: Hispanic/Latino: No

Language(s): English

Protected under ICWA: No

Primary Language: English

Religion: Catholic

Religious Diet Considerations: No information recorded

Summary of Child's Strengths & Skills

Child's positive attributes and strengths:

Strengths Additional Narrative

Child's skills, talents, interests and hobbies (Include any age or developmentally appropriate activities):

Skills and talents Additional Narrative

Historical / Background Information of the Child:

Describe history of abuse, neglect and / or dependency (identify past, current and inter-generational influences, if applicable):

history of abuse, neglect and / or dependency (identify past, current and inter-generational influences, if applicable narrative

MEDICAL / CHARACTERISTICS

Refer to "Child's Education and Health Information" form (01443) for more specific information regarding health care issues

April Daze

Female, Age 8, DOB: 04/01/2013

Characteristics & Behavior of Child:

Physical, Intellectual & Social / Emotional Developmental Delays

Developmental delay characteristics have not yet been recorded for this person.

Allergies & Medical Health Characteristics

Characteristic	Category	Method	Begin Date
Club Foot	Medical	Clinically-Diagnosed	11/09/2021
Asthma-Treatment Required	Medical	Clinically-Diagnosed	12/02/2021

Describe food allergies, environmental allergies, and medical concerns, and include any special therapies needed:

food allergies Additional Narrative

Substance Use & Mental Health Characteristics

Substance use, drug exposure, and mental health characteristics have not yet been recorded for this person.

Prenatal & Birth Characteristics

Prenatal and birth characteristics have not yet been recorded for this person.

Traits, Behaviors & Family History Characteristics

Characteristic	Category	Method	Begin Date
Hoarding Food	Traits/Behaviors/Family History	Observed	11/14/2021
Eager to Please	Traits/Behaviors/Family History	Observed	11/14/2021
Cooperative	Traits/Behaviors/Family History	Observed	11/14/2021
Afraid of the Dark	Traits/Behaviors/Family History	Observed	12/05/2021
Afraid of Sleeping in the Dark	Traits/Behaviors/Family History	Observed	12/05/2021

Other special services that may require assistance from the substitute caregiver / provider? Yes

If answered Yes, describe special services needed:

any other special services Additional Narrative

Has the child exhibited any other behaviors of concern? Yes

Please explain the plan to address the treatment / services for the concerns identified:

explain the plan to address the treatment / services for the concerns identified narrative

Health Care Needs

Does the child have current / immediate health care needs? Yes

Describe immediate health care needs:

immediate health care needs Additional Narrative

Dates of child's last exams:

Physical:	None recorded	
Dental:	None recorded	
Vision:	None recorded	

Health Care Providers

Provider	Address	Contact
Medical Provider: Columbus Children'S Hospital	700 Childrens Dr Columbus, OH 43205-2664	(614) 722-2000

Mental Health History

No Mental Health Treatment information recorded.

Mental Health Hospitalizations History

No hospitalization information recorded.

Medications

Medication	Psychotropic Medication	Prescribed by
Amoxicillin- from 01/01/2022	No	Dr. Jones

Medicaid / Managed Care Information

Title IV-E # / Medicaid Recipient ID:

Effective Date of Medicaid:

10/01/2021

MCP Name:

Plan Enrollment Date:

The child has not been enrolled in a Managed Care Plan.

EMERGENCY / NON-EMERGENCY MEDICAL CARE

EMERGENCY: In emergency medical situations, the substitute caregiver will use the nearest medical facility available for prompt treatment. The medical provider will contact the agency at **(614) 888-0000** during normal business hours and at **(614) 888-0000** after hours (evenings and weekends) to verify custody and to obtain agency authorization for treatment. The substitute caregiver **is not** permitted to sign financial responsibility forms.

NON-EMERGENCY: The substitute caregiver is responsible to assure that the child receives routine medical care, including transportation to all medical, dental, and optical appointments. The substitute caregiver is responsible to supervise the administration of any medication given in the substitute care setting. The caregiver is also responsible to provide any/all reports to the agency following completion of any episode for routine medical, dental, or optical care. Non-emergency, routine medical care **does not** require prior approval by the agency.

Note: The Medical provider must be approved prior to the use of a non-Medicaid provider.

EDUCATION / SUPERVISION

Refer to "Child's Education and Health Information" form (01443) for more specific information regarding educational issues

April Daze

Female, Age 8, DOB: 04/01/2013

Current School Information:

School Name:

Bestest Middle School

Category:

Public

Type:

Primary

District Name:

Columbus City

Beginning Grade:

Kindergarten

Start Date:

08/01/2018

Special Education Information:

Basis for Special education Eligibility Determination:

No information Recorded

Current Individualized Education Program:

Plan Type:

School District:

Effective Date:

Amendment:

No

Evaluation Team Report / Multi-Factored Evaluation:

ETR /MFE Date:

Original School District:

Special instructions regarding tutoring / educational assistance / learning disabilities:

education tutoring Additional Narrative

Educational Achievements:

any educational achievements Additional Narrative

Alternative Care Arrangements / Supervision:

The substitute caregiver is responsible for the full-time care and supervision of the child, while the child is in care. If the child is not in the direct care of the substitute caregiver(s), alternative caregivers (in both emergency and non-emergency situations) may be used, but must have prior approval by the recommending Agency, as listed in OAC 5101:2-7-08.

The child can be left unattended in the foster home: No

Alternative arrangements for the care of a foster child does not include arrangements that are being made in accordance with the reasonable and prudent parent standard as described in division (C) of section 5103.162 of the Revised Code. A substitute caregiver shall use a reasonable and prudent parent standard when considering whether to authorize a child who resides in the home to participate in extracurricular, enrichment, and social activities in accordance with 2151.315.

Provide information to assist the substitute caregiver in following the "Reasonable and Prudent Parent Standard" and the efforts to ensure the child has regular, ongoing opportunities to engage in age or developmentally appropriate activities:

List extracurricular, enrichment, social activities, etc.

Add any narrative here.

LEGAL HISTORY

April Daze

Female, Age 8, DOB: 04/01/2013

Legal Involvement / History of Delinquent Behavior

Has the child committed violent acts or has been dispositioned as a violent offender? No

Has the child been dispositioned as a sexual offender? No

Has the child been adjudicated in Juvenile Court? Yes

Were any other counties contacted regarding delinquency information on the child? Yes

Indicate which county(ies) and briefly describe outcome:

Delinquency Information

Adjudication Type:

Delinquency/Truant

Adjudication Date:

11/01/2021

Disposition Date:

Offense Type(s): Aggravated Robbery, Aggravated Trespass

Court Case Number:

Court ID Number:

Adjudication / Disposition Details:

Any additional narrative record here.

Name of Probation Officer: PO Smith

Phone:

Pending Unruly and / or Delinquent Charges and Court Dates

Court Case Number:	Court ID Number:	Court Name:	Hearing Date / Time:
	2022- ABC	ABC County Dept Probate/Juvenile Court	05/01/2022 - 02:00 PM

Offense Type(s):
Aggravated Riot,
Aggravated Robbery

VISITATION

April Daze	Female, Age 8, DOB: 04/01/2013
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Visitation Information

Court Ordered Prohibited Contacts

Provide contact names, relationship to child, and reason for the no contact order.

Prohibited Contacts Additional Narrative

Other Prohibited Contacts

Provide contact names, relationship to child, and reason.

other prohibited contacts Additional Narrative

Does the child demonstrate significant attachment to caregivers? Yes

Describe: significant attachment Additional Narrative

Does the child demonstrate significant attachment to siblings? Yes

Describe: sibling attachment Additional Narrative

Describe visitation arrangements for the child:

No information recorded

Adut Visitation Summary

Demo Case Summer Demo Case Daze is visiting:		
Child Name: April Daze - Female Age 8	Frequency/Duration: 1 times Weekly 2 Hourly	Location: Agency Setting
Reason for restriction/supervision:		

Narrative
Other Approved Communication:
 Narrative

Additional Visitation Details

Additional information regarding contact with the family:

additional adult visitation Additional Narrative

How will the child be transported to and from scheduled visitations?

transportation for visitation Additional Narrative

SERVICES

Services Provided or Arranged for by the Agency to the Child

Case Member	Service Category / Type	Provider	Status / Begin Date
Daze, April-04/01/2013	Case Management/Casework Counseling		Provided 01/28/2022

Services Provided by the Agency to the Substitute Caregiver

Caregiver / Caretaker	Service Category / Type	Service Description	Provider	Status / Begin Date
Winter, Wyonna & Winter, Willie	Case Management/Casework Counseling	Casework Counseling		Provided 01/28/2022

Services Provided or Arranged by the Substitute Caregiver and / or Provider to the Child

- Supervision/care (full-time)
- Alternative care (emergency/non-emergency)
- Medical, dental, optical care
- Minor parent (if applicable)
- Attendance at SAR, family team meetings, court hearings
- Transportation
- Provision of basic needs (food, clothing, shelter)
- Social and recreational opportunities
- Independent living assessment and services (for youth age 14 and older)
- Age or developmentally appropriate activities
- Education involvement

List other services to be provided:

For other specific services to be provided by the Substitute Caregiver to the child, refer to general contractual

agreements.

any other services Additional Narrative

CARE AND DISCIPLINE OF A CHILD IN SUBSTITUTE CARE

Discipline used with a child in custody **MUST** be in compliance with **Rule 5101: 2-7-09** (for all substitute caregivers) and **Rule 5101: 2-9-21** (for facilities). In all placement settings, the use of corporal punishment or any type of physically, emotionally, or verbally abusive discipline technique is absolutely forbidden as a means of discipline for children under the supervision of or in the care/legal responsibility of ABC County Department of Job and Family Services(Agency).

ABC County Department of Job and Family Services(Agency) staff, substitute caregivers/providers, approved adoptive parents, group home and residential treatment facility staff/childcare workers, volunteers including college interns shall use discipline techniques that stress praise and encouragement for desired behavior rather than punishment, shall treat each child with kindness, consistency, and respect, and shall provide humane, instructive discipline appropriate to the age and functioning level of the child, without discrimination on the basis of race, sex, religion, or cultural heritage. Children shall not be subjected to verbal abuse, swearing, or derogatory remarks about their custody status, family, ethnic or cultural background, race, or religion. No child shall be punished for bed-wetting, during the course of toilet training activities, or for actions over which he/she has no control. In addition, no child shall be threatened, using threats of personal physical violence or threats regarding removal from the home. All rules for and expectations of the child shall be explained to the child in a manner appropriate to his/her age and functioning level during initial orientation to the substitute care setting and prior to discipline for infractions of those rules/expectations. Such explanation applies to any child, regardless of placement setting.

Corporal punishment of children in Agency custody is prohibited by Ohio Administrative Code **Rule 5101: 2-7-09** and **Rule 5101: 2-9-21**. Substitute caregivers are responsible to know and adhere to **Rule 5101: 2-7-09**. In addition, substitute caregiver staff in group home, residential, and hospital settings are responsible to know and adhere to **Rule 5101: 2-9-21** Any act of omission or commission on the part of a substitute caregiver (or other member of the household in foster care settings) which results in the death, injury, illness, abuse, neglect, or exploitation of the child shall result in the appropriate consequence as stipulated in **Rule 5101: 2-7-09** or **Rule 5101: 2-9-21**.

In addition, a substitute caregiver shall ensure that each child placed in the substitute care setting who is not capable of meeting his/her own personal hygiene needs is clean and groomed daily. A child's clothing and footwear shall be clean, well fitting, seasonal, and appropriate to the child's age and gender. Children capable of meeting their own personal hygiene needs shall be provided with adequate personal toiletry supplies appropriate to the child's age, gender, race, and cultural background. A substitute caregiver shall provide each child instruction on good habits of personal care, hygiene, and grooming appropriate to the child's age, gender, race, cultural background, and need for training.

ADDITIONAL SPECIFICATIONS FOR CARE AND DISCIPLINE OF A CHILD IN GROUP HOME, RESIDENTIAL, OR PSYCHIATRIC CARE SETTINGS

Per **Rule 5101: 2-9-21**, the disciplinary policies of a residential facility shall be explained to the child and staff, and a copy made available to the person or Agency placing the child in the facility. The discipline policies/procedures of a residential facility shall be humane and instructive and shall be administered with fairness, consistency and respect and regardless of the child's race, sex, religion, or cultural heritage. In addition to prohibitions in **Rule 5101: 2-7-09**, residential facility administration/staff are prohibited from using any of the unusual punishments/practices as outlined in **Rule 5101: 2-9-21**.

Only administrators or employees with direct care responsibilities within a residential facility shall administer discipline to a child placed in that facility. If a residential facility places any restriction on a child's rights for longer than two (2) hours, the facility shall inform the child and the child's custodian of the reason for the restriction, provide a written report summarizing the conditions of and reasons for the restriction (to be placed in the child's record), inform any other individual on whom the child's restricted rights impinge, and document review of the decision on a weekly basis. Any restriction shall be included in the service plan and approved by the child's custodian.

PHYSICAL RESTRAINT PROCEDURE AND ALLOWANCE

USE OF PHYSICAL RESTRAINT IS STRICTLY PROHIBITED, UNLESS:

The caregiver has received specific training and annual review in acceptable methods of physical restraint, the Agency has current documentation of such training on file, and the caregiver has been granted approval by the Agency to utilize physical restraints in accordance with the specifications listed in **Rule 5101: 2-7-09**. Physical restraint should be used **ONLY** in an effort to help the child **regain** self-control (it may not be utilized prior to a child losing control). The Agency must be notified immediately following the use of physical restraint, and a written report of the incident shall be submitted to the Agency by the caregiver within twenty four (24) hours of the incident.

General or child-specific contractual arrangements with the therapeutic foster care network, group home care provider, residential treatment facility, or psychiatric hospital stipulates agreement to the use of physical restraint as a behavior management intervention. Physical restraint, if allowed within contractual arrangements, must be enacted in accordance with ODJFS rules **5101: 2-7-09** and **5101: 2-9-21**.

RIGHTS AND RESPONSIBILITIES

RIGHTS AND RESPONSIBILITIES OF THE AGENCY, SUBSTITUTE CAREGIVER, & PROVIDER

For any substitute care placement to be successful, efforts of the entire child welfare team must be directed toward the goal of permanency. Permanency means the child is placed in a safe, permanent family (birth, relative, kinship, or adoptive) without further need of custodial and placement services from the Agency. Each team member must recognize the scope of his/her rights and responsibilities, and must work cooperatively with other team members to achieve permanence for the child. Permanency planning commences immediately upon the Agency's first contact with the child and family, and culminates with the child's timely return to the birth family or with timely permanence established with a relative, kinship, or adoptive family, and termination of Agency involvement.

AGENCY RIGHTS AND RESPONSIBILITIES

In accordance with Ohio law, ABC County Department of Job and Family Services (agency), has responsibility to provide services to a child and/or family that will help preserve and maintain the family unit. If a situation cannot be corrected through appropriate and timely interventions and risk to the child remains unacceptably high with regard to safely maintaining the child in the home, the Agency has the responsibility to seek temporary custody of the child and remove the child from his/her home. Placement in a relative or kinship home is always preferred to the Agency assuming custodial status with placement in a more restrictive substitute care setting. When the child has been removed from the home, statutes require (in most cases) that the Agency make reasonable efforts to help the parents understand and meet their responsibilities. If reasonable efforts to rehabilitate the family are either not required or not successful, and neglect, abuse, and/or dependency conditions continue and are likely to continue, the Agency has the responsibility to seek termination of parental rights and secure an alternative, permanent home for the child.

ABC County Department of Job and Family Services (agency) will ensure that a child is placed with substitute caregivers who are both willing and able to provide a safe and nurturing environment in which to live. The Agency will assure that substitute caregivers meet all Agency requirements and ODJFS rules with regard to substitute caregiving. The Agency will function as a partner with substitute caregivers in meeting the child's individual needs and in accomplishing the case plan goals, and will meet with the substitute caregivers on a monthly basis.

The Agency will advocate for a more intensive level of care for a child when that child cannot be safely maintained within the community and/or requires treatment intervention that indicates a more intensive level of placement. This process will be enacted per policies and procedures specific to ABC County Department of Job and Family Services (agency).

When a child is placed in the temporary custody of ABC County Department of Job and Family Services (agency), Ohio Revised Code stipulates that the Agency has the "right to have physical care and control of the child and to determine where and with whom the child shall live, and the right and duty to protect, train, and discipline the child and to provide the child with food, shelter, education and medical care, all subject to any residual parental rights, privileges, and responsibilities." The Agency will carry out this mandate through a coordinated team approach and will ensure that the substitute caregiver has a significant and active role in that process.

SUBSTITUTE CAREGIVER RIGHTS AND RESPONSIBILITIES

The substitute caregivers will ensure the safety and well-being of a child or sibling group placed in their care. Substitute caregivers are responsible to adhere to all Agency procedures/policies and ODJFS rules related to providing substitute care. Substitute caregivers will actively participate as a team member and partner with ABC County Department of Job and Family Services (agency) in meeting the child's individual needs and accomplishing the case plan goals. The substitute caregivers understand that **ALL** information provided by the Agency or other sources as well as information learned from the child or family, is **STRICTLY CONFIDENTIAL** and is not to be shared with anyone other than Agency personnel without specific consent from the Agency. Information is confidential while the child is placed and remains confidential upon and after the child leaves the substitute care setting.

The daily responsibilities of the substitute caregivers for the care of the child include: offering appropriate love and affection, providing support during the initial adjustment and ongoing, using instructive, non-physical discipline techniques, transporting to appointments and visitation, and meeting the child's physical, emotional, intellectual, and social needs, including acting as the reasonable and prudent parent. Substitute caregivers must allow the child to practice his/her chosen faith/religion, unless the Agency directs otherwise. These responsibilities must be met to promote the healthy development of the child. To be properly equipped for this task, substitute caregivers must regularly participate in training episodes (relative and kinship caregivers, while encouraged to attend training, are exempt from the training requirement). Substitute caregivers (foster caregivers) have the right to training and are responsible to complete the minimum number of annual training hours as outlined by the Agency for the type of foster care license the family holds. Substitute caregivers are also responsible to follow all Agency policies, procedures, mandates, and directives as well as all ODJFS Rules **5101: 2-5 (as applicable)** and **5101: 2-7**.

Substitute caregivers have the right and responsibility to participate in case planning process, Semi-annual Administrative Reviews (SARs), as well as other treatment-oriented team meetings, the right to be kept informed of the child/family's case plan (and service planning meetings that review progress therein), the right to be provided notice of and to attend court hearings and to present evidence, the right to access the child's social worker, the right to request a grievance review, the right and responsibility to keep logs of child behavior and activity as well as documentation/records in accordance with **Rule 5101: 2-7-04** and **Rule 5101: 2-5-10**, and the right to notice prior to removal of a child from the home. The substitute caregiver (for foster/adoptive homes) may not accept placements from other agencies without ABC County Department of Job and Family Services (agency) approval and will not allow a child placed in the substitute care setting to change placements (or level of care) without prior approval from the agency.

PROVIDER (FOR PURCHASED CARE) RIGHTS AND RESPONSIBILITIES

(In addition to the "Substitute Caregiver Rights and Responsibilities" outlined above)

The provider will ensure the safety and well-being of a child placed in the care of a foster home in its network, group home, residential treatment facility, or psychiatric hospital. The provider will adhere to all Agency, ODJFS, and OMHAS or equivalent for out-of-state placements, rules/regulations related to providing substitute care services. The provider will function as a partner with ABC County Department of Job and Family Services in meeting the child's individual needs and in accomplishing the case plan goals. The provider will fulfill all agreements and provide all services as stipulated in the current contract between (Provider) and (Contract agent).

The provider will furnish to the Agency (and the contract agent, if not the Agency) regular reports outlining the child's initial and ongoing adjustment to placement, progress regarding treatment goals and objectives, and timeframe for discharge (if applicable). Such reports will be provided as stipulated per general contractual arrangements between the provider and the Agency (and/or contract agent).

ADOPTION & FOSTER CARE ANALYSIS AND REPORTING SYSTEM (AFCARS)

The substitute caregiver or agency providing services must provide to ABC County Department of Job and Family Services (agency) all applicable data to enable ABC County Department of Job and Family Services to report to ODJFS such information as required by the Social Security Act, CFR, & AFCARS.

SIGNATURES

I/We understand the information contained within this Individual Child Care Agreement (ICCA). I/We further understand my/our rights and responsibilities as they relate to the information contained within the ICCA. I/We agree to abide by the ICCA as written and agree to contact the Agency representative should any changes, conflicts, or problems arise. I/We further understand that all information contained within this ICCA document is true and accurate as disclosed to the best of knowledge as of the signature date. I/We acknowledge the confidentiality of the information contained within this ICCA and agree to strictly adhere to all agency policies and guidelines regarding confidentiality and the sharing of information.

I/We understand that if any information is unavailable and/or incomplete within this ICCA at the time of signature, the missing information will be provided as follows: No information recorded.

I/We further understand that any change to the information contained within this ICCA document (after the date of signature) will be communicated to me/us via an updated ICCA.

Name of Substitute Caregiver & Recommending Licensing Agency (print name)

Signature

Wyonna Winter ABC County Department of Job and Family Services		Date
Willie Winter ABC County Department of Job and Family Services		Date

Name of Recommending Licensing Agency / Network Provider Representative (print name)

Signature

		Date
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I have completed and explained the requirement of this ICCA to the Substitute Caregiver(s) and/or Provider.

Name of Agency Representative (print name)

Signature

Cathy Caseworker ABC County Department of Job and Family Services		Date
		Date
		Date