

1007.0 Respite Care

1007.1 Policy Approval Clearance Record

<input checked="" type="checkbox"/> State Policy	This policy supersedes: Respite Policy (2001) Childcare/Babysitting Policy (2002)	Number of pages in Policy: 6
Review by Representative from the Office of the Attorney General:	Date: 1/30/2014	Date Policy Effective: 02/1/14 1/30/14 Revised
DCFS Administrator Approval Signature:	Date: 1/30/2014	Policy Lead: Dorothy Pomin, SSPS III

1007.2 Statement of Purpose

1007.2.1 Policy Statement: It is important that family foster parents, providing 24 hour care to our foster children, are able to access respite services when it is necessary for family illness, personal matters such as unforeseen family emergencies or to provide a temporary break from the rigors of foster caregiving. Identifying appropriate respite caregivers is an important element in balancing the respite needs of foster parents, while ensuring the safety of their foster children.

1007.2.2 Purpose: Respite allows foster parents the opportunity to reduce the stress and demands of providing foster care, allows them to meet their own personal or family needs and obligations, and can help them to re-energize emotionally. The use of respite can contribute to the long-term stability and wellbeing of our foster families as well as improving the overall retention of quality foster homes.

1007.3 Authority NAC 424; NAC 424.505

1007.4 Definitions

1007.4.1 Babysitter: As used in this policy, a babysitter is a mature, responsible person who provides occasional, short-term care (not to exceed eight hours or overnight) for a foster child in the home of the licensed foster parent.

1007.4.2 CANS Check: Refers to a Child Abuse and Neglect Screening which consists of a thorough search of the UNITY system for information on any reports and/or investigations pursuant to NRS 432B. CANS Checks are required to be conducted for all prospective foster/adoptive parent(s) and household members over the age of eighteen (18) prior to placement of children in foster/adoptive homes and/or licensure of foster/adoptive parent(s).

1007.4.3 DCFS: Division of Child and Family Services.

1007.4.4 Foster Parent: As used in this policy, refers to the person or persons licensed to provide family foster care or relative foster care for a child. It does not include a person(s) who provides care in a specialized foster home or foster group treatment home.

1007.4.5 Non-primary Caregiver: As used in this policy, is a person who has applied to the licensing authority and been approved to provide caregiving for foster children within a

specific foster home. Non-primary caregivers usually provide care in the foster home on a routine basis, periods of over 8 hours or for overnight care.

- 1007.4.6** **Respite:** A temporary break designed to give foster parents relief from their caregiving duties and responsibilities to attend to personal needs or obligations and emergencies. Respite can include a temporary break of a couple of hours up to and including a break of multiple days from caregiving responsibilities.

1007.5 Procedures

1007.5.1 Respite

A. DCFS Paid Respite

1. DCFS Paid Respite can only be paid to another licensed foster parent.
2. Foster parents need to contact the child's social worker to request paid respite through the Division of Child and Family Services prior to accessing services. DCFS respite monies are extremely limited; therefore all requests will be evaluated on an individual basis up until such monies are exhausted.
3. DCFS respite payments are provided directly to the licensed foster parent providing the respite. Respite is a flat rate reimbursement of \$15 for children 0-12 years old and \$20 for youth ages 13-17 years of age, regardless of timeframe used (a-c below).
4. If asked for by the requesting foster parent, a full respite day may be claimed/paid to the respite caregiver for the following timeframes:
 - a. One full day (24 hours);
 - b. A period of time between 6 hrs and 24 hrs;
 - c. Any overnight respite stay.

B. DCFS Non-paid Respite (regular respite)

1. Foster parents receiving respite care services, not requested through and paid by DCFS, are responsible for any financial obligations incurred from such services.
2. Licensed foster parents are welcome to provide an exchange of services in lieu of monetary payment.
 - a. Foster parents must set up this type of arrangement in advance; both parties must be in agreement prior to receiving or providing respite care services.
3. Foster parents or relative caregivers, licensed for a specific child or children, must receive approval from the licensing worker, prior to providing respite care services to other foster children.
4. Any overnight respite expected to exceed 24 hours in duration must be prior approved by the child's caseworker.

5. Respite can not be provided for longer than 14 consecutive days per occurrence.

1007.5.2 Responsibilities of Foster Parent:

- A. When selecting a respite care provider of any type, foster parents are expected to use good, sound judgment when considering the age, gender, ability, appropriateness and experience of the person providing respite care (babysitting of a few hours, up to and including overnight care). The responsibilities of foster parents include:
 1. Ensuring that the needs of the child are met and that the child is in a safe environment at all times;
 2. Selecting a respite care provider that best fits the needs of each child and situation; and
 3. Selecting a respite care provider that has the ability and training to meet the special needs and/or medical needs of the child.
 4. Receive prior approval by the child's social worker if the respite care will be overnight.
 5. For all Respite stays of 24 hours or longer, foster parent must provide Respite caregiver with the local DCFS office's on-call telephone number so that in the unlikely event of a medical emergency the respite provider will have access to someone who can consent to emergency medical treatment for the foster child.
- B. Foster parents need to contact their social worker to request any paid respite through the DCFS. DCFS respite monies are extremely limited, therefore all requests will be evaluated on an individual basis until the DCFS annual respite monies are exhausted.
 1. Whenever possible, agency paid respite should be planned with as much advance notice as is allowable per the circumstances.

1007.5.3 Supervision of Foster Children

- A. The respite care provider must meet the requirements for supervising the child, taking into account their unique special needs, as set forth in NAC 424.505:
 1. Foster children must be given supervision appropriate to their age and maturity.
 2. Minors shall not supervise foster children unless approved by the child's social worker.
 3. Foster children shall not babysit other children unless approved by the foster child's social worker.
 4. Children shall always be supervised by an adult when in or around a pool or other water hazards. At such times, adults shall not allow themselves to be distracted.

1007.5.4 Categories and Requirements of Respite Care Providers

B. Babysitter

1. A babysitter is a mature, responsible person who provides occasional, short-term care for a foster child in the home of the licensed foster parent. Selection of a babysitter must take into consideration the number and ages of children to be supervised, the length of time, special needs of the children and the skills of the babysitter to address the identified needs. The following provides further direction:
 - a. A babysitter must be at least 15 years of age. The foster parent must obtain permission from the child's caseworker to use a babysitter under the age of 18;
 - b. A minor must not babysit more than 3 consecutive hours unless prior approval is given by the social worker. Minors may not babysit beyond a total of 6 consecutive hours.
 - c. Minors may not babysit children that are medically fragile, severely disabled or have a physical, emotional and/or behavioral need that requires adult supervision.
 - d. A babysitter under 18 years of age may not transport foster children. Babysitters age 18 and over must meet minimum requirements for automobile insurance coverage prior to any transporting.
 - e. Any babysitter, regardless of age, must be physically, emotionally and cognitively capable of taking care of and protecting the children, be capable of making sound decisions and able to recognize and avoid dangers for the child. In addition, a babysitter of any age with any type of known criminal history should not be utilized as a babysitter of foster children, unless approved by the licensing entity.
 - f. The licensed foster parent must leave the babysitter an emergency phone number and/or cell phone number where he/she may be reached.

C. Non-Primary Caregiver

1. All non-primary caregivers must complete a background check that includes an annual Child Abuse and Neglect System (CANS) check. In addition to the following requirements, it is recommended that the non-primary caregiver complete Cardio Pulmonary Resuscitation (CPR) training. (CPR training is required if there is an accessible pool or other water hazard on the property where respite care will be provided.) In order to obtain initial approval, the non-primary provider must:
 - a. Be at least 21 years of age;
 - b. Complete a Non-Primary Application Packet;
 - c. Complete CANS and criminal background checks;
 - d. Receive five positive references.
2. A non-primary caregiver provides care to foster children generally in the home of the licensed foster parent.

3. A non-primary caregiver may provide respite care **in their own home** if they meet the following requirements:
 - a. Pass a yearly home safety inspection;
 - b. Complete CANS and criminal background clearances on all members of the household 18 years of age or older.

D. Licensed Foster Parent

1. A licensed foster parent may provide babysitting, respite and non-primary care in their own home to other foster children. The foster care licensing worker must be consulted for issues concerning compliance with the license, e.g., capacity limits. **The following are restrictions on licensed foster parents providing respite care:**
 - a. A foster parent must receive prior approval by their licensing worker if respite care is to be overnight and exceeds the number of children designated on their license. (The licensing worker will determine the number of children allowed on a case-by-case basis); and
 - b. A licensed foster parent or licensed relative foster caregiver with a license issued for a specific child or children may not provide respite care for other foster children without the prior permission of their licensing worker.

1007.5.5 Normal Activities of Foster Children

- A. While in the custody of the child welfare agency, it is important that foster children lead as normal of lives as possible. When they are placed in family foster care, it is expected that foster children will want to participate in normal daily activities with their friends and their friend's families.
- B. **Foster parents are expected to use good, sound judgment regarding whether the child's friends and friend's families are appropriate for the foster child to spend time with them away from the foster parent and the foster home.** The following activities with appropriate friends are considered as part of normal daily activities and are not considered to require prior approval by the licensing authority:
 1. Birthday party, slumber party or sleep over;
 2. Going to a friend's house to play, go see a movie, attend a sporting event, etc;
 3. Being transported to / from normal activities or extracurricular activities by a friend's parent.

1007.5.6 Documentation:

A. Licensing File Documentation (paper):

Table 1006.1 Case File Documentation for Respite Policy

File Location	Data Required
District Office	<ul style="list-style-type: none">▪ Non-primary application and attachments▪ Background Checks

B. UNITY Documentation (electronic):

Table 1006.2: UNITY Documentation for Out of Home Placement Process Policy

Applicable UNITY Screen	Data Required
CFS 193 Service Auth Request	<ul style="list-style-type: none">▪ Case Notes regarding Respite▪ Service Authorization for DCFS Paid Respite

1007.5.7 Supervisory Responsibility:

Approve and submit service authorizations for DCFS paid Respite Care.

1007.6 Attachments

FPO 1007A Foster Care Respite Information Sheet

FPO 1007B Respite Requirements Grid