

Foster Parent Training: Continuing Training, Extensions & Waivers

SUMMIT COUNTY CHILDREN SERVICES

<p>ORC: 5103.032; 2151.81; 5103.035</p> <p>OAC: 5101:2-5-33; 5101:2-5-38; 5101:2-5-13; 5101:2-42-19</p> <p>USC: N/A</p> <p>CFR: N/A</p>	<p>ORIGINAL: 09/08</p> <p>REVISIONS: : 01/09; 07/15, 06/16, 12/5/2016</p> <p>RELATED FORM(S): N/A</p> <p>RELATED PROCEDURE/POLICY(IES): Placement Procedure Manual;</p>
---	---

- | | |
|---|---|
| <input type="checkbox"/> Administrative
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Human Resources
<input type="checkbox"/> Information Technology | <input type="checkbox"/> Legal
<input type="checkbox"/> Safety & Security
<input type="checkbox"/> Social Services - All Departments
<input checked="" type="checkbox"/> Social Services - Foster & Adoption |
|---|---|

All Staff Bargaining Unit Non-Bargaining Management

POLICY:

Summit County Children Services (SCCS) is committed to building the skills and expertise of foster parents by providing both mandatory and elective trainings through the Northeast Ohio Regional Training Center.

PROCEDURE:

Continuing Training:

Continued training consists of courses that a foster parent must complete in accordance with the caregiver’s written needs assessment and continuing training plan. SCCS encourages foster parents to complete a minimum of twenty (20) training hours in each year, for a minimum total of forty (40) hours during each two year certification period.

Each foster parent receives a training stipend for attending continued training classes. The rate is equivalent to ten dollars (\$10) per training hour up to the minimum required training hours needed for each license certification.

SCCS may decline to make a stipend payment to a foster parent for the following:

1. If the recommending agency determines that the foster parent has not successfully acquired the skills the training was designed to impart and as a result the agency required the foster parent to repeat the training in accordance with a corrective action plan.
2. If the training was beyond the scope or the amount of training specified in the foster parent’s individualized written needs assessment and continuing training plan.
3. If the training the foster parent received was part of a self-directed study program or otherwise not delivered in a conventional or traditional setting where the principal transfer of knowledge occurred through the physical presence of a trainer whose responsibility it was to impart

instruction to the foster parent.

Foster parents may use the following activities which occur outside of a classroom as continuing training opportunities:

1. Approved video presentations.
2. Computer programs.
3. On-line training.
4. Public information television programs.
5. Other professional education and training.

Foster parents may not achieve more than one-third of the continuing training requirements outside a classroom where a trainer is not present. The above activities require pre-approval by the foster home supervisor.

Foster parents may also meet continuing educational requirements by attending the following activities which occur in a classroom setting:

1. Programs offered through various sources in the community.
2. Other professional education and training.
3. Foster parent district meetings when there is a designated training scheduled.

Foster parents must obtain a certificate of attendance and/or complete a documentation form to receive credit.

Additionally, a foster parent may complete up to twenty percent (20%) of the continuing training requirement by teaching a foster parent class and/or providing mentoring services to other foster parents.

To qualify for teaching or mentoring services a foster parent shall:

1. Have at least two (2) years of experience as a certified foster parent.
2. Have had at least two (2) child placements in their foster home.
3. Be a currently certified foster home.
4. Not be under a corrective action plan by a recommending agency.
5. Complete agency requirements for both programs.
6. Not be under investigation for abuse or neglect of a child.

As used in this procedure "mentoring services" means, at a minimum:

1. Assisting foster parents with information and communication between the new foster parents and agency.
2. Offering foster parents possible solutions to problems.
3. Providing assistance and guidance in day to day activities with foster children.
4. Offering foster parents assistance in utilizing resources within the community.
5. Encouraging foster parents to attend training sessions in order to maintain their current certification.

Foster parents are required to complete and maintain certification/recertification for First Aid and infant, child and adult Cardiopulmonary Resuscitation (CPR).

Foster parents providing care for youth who are expected to remain in foster care until their eighteenth birthday shall be prepared adequately with the appropriate knowledge and skills to understand and address the issues confronting adolescents who are preparing for independent living. Caregivers are expected to provide, under the instruction of the recommending agency, such services to the youth as are needed and appropriate and, to the extent possible, coordinate those services with the life skills services required to be provided to the youth in accordance with the Ohio Administrative Code.

Extensions:

SCCS grants additional time to complete continuing training to foster parents: for the following reasons:

1. A foster parent who has served in active duty outside Ohio with a branch of the armed forces of the United States for more than thirty (30) days in the preceding two year period.
2. A foster parent who has served in active duty as a member of the Ohio organized militia, as defined in section 5923.01 of the Revised Code, which includes the Ohio national guard, the Ohio naval militia and the Ohio military reserve, for more than thirty (30) days in the preceding two-year period and that active duty relates to either an emergency in or outside of Ohio or to military duty in or outside of Ohio.

The additional time will be one month for each month the foster parent was on active duty. Any required training unable to be completed at the end of the foster parent's certification period applying the extensions of one month for each month the foster caregiver was on active duty will be waived.

SCCS will consider allowing an extension of up to ninety (90) days for completing of continuing training for the following **good cause** criteria if the barrier occurred within the ninety 90 days preceding the date of recertification:

1. Death of a family member of foster parents.
2. Illness/health emergency of the foster parents or family members. Foster parents must notify SCCS of the inability to complete training due to the family illness and provide any documentation, such as medical reports, requested by SCCS.
3. Fire or natural disaster causing the foster home to be uninhabitable and/or require significant repair.
4. Unplanned need for relocation of the foster family.
5. Lack of accessible training programs required for ITNA completion.

SCCS considers individual circumstances on a case-by-case basis. Any extension of training must be documented in the caregiver record.

Pre-service training may not be counted towards the completion of continuing training requirements.

Waiver of Training:

SCCS may waive continuing training for foster parents only at the beginning of the foster parent's second certification period or a subsequent certification period when included in the foster parent's written needs assessment and continuing training plan. SCCS may waive up to eight (8) hours of continuing training if all of the following apply:

1. The foster parent has held a foster home certificate for at least two (2) years.
2. The foster parent has provided care for a foster child for at least ninety (90) days of the twelve (12) months preceding the date of the waiver.
3. The foster parent has not violated any requirements governing certification of foster homes during the twelve (12) months preceding the date of the waiver.
4. The foster parent has complied in full with the needs assessment and continuing training plan developed for the caregiver for the preceding certification period.

Waivers for continued training must be approved by the Director of Placement Services and Permanency Planning. SCCS maintains the following documentation in the caregiver record for all training waived:

1. Date of the waiver.
2. Number of hours of training waived.
3. A statement that all requirements have been met.
4. Signature of approval.

Failure to Complete Training:

The SCCS foster home support supervisor conducts a training review meeting with the foster parents and foster home coordinator on all foster homes that do not have at least thirty (30) of the required forty (40) hours of training completed within ninety (90) days preceding the date of recertification, unless the foster parents are registered for timely completion of all training hours prior to the recertification. A plan for timely completion of the training is documented in the foster parent record and in correspondence to the foster parents.

Foster parents who fail to complete any outstanding continuing training within the thirty (30) days preceding the date of recertification must attend an administrative case conference facilitated by the Director of Placement Services. Failure to complete continuing training or to comply with the corrective action plan for training may result in the removal of children from the foster home and revocation of the foster care certificate.

Training Needs Assessment:

Foster parents must complete a written needs assessment and continuing training plan with their foster home coordinator each recertification period. The needs assessment and continuing training plan shall include the following requirements:

1. Be effective for the two (2) year period the foster parent's certificate is in effect.
2. Be appropriate for the type of foster home the caregiver operates, and include training for the foster parent that relates to providing independent living services to a child in a court ordered placement, in accordance with the law.
3. Require the foster parent to successfully complete the courses SCCS considers appropriate.
4. Include criteria SCCS used to determine whether the foster parent has successfully completed the courses.
5. Guarantee that the courses the foster parent is required to complete are available to the caregiver at reasonable times and places.
6. Specify the number of hours of continuing training, if any, the foster parent may complete by reaching one or more training classes to other foster parents, or by providing mentoring services to other foster parents.
7. Address any waiver of training.