

RESOURCE FAMILY HOME ENVIRONMENT CHECKLIST: ANNUAL UPDATE

Child/Nonminor Dependent

Name: _____ Case Number: _____

Resource Family Name: _____

CONTINUOUS HOME ENVIRONMENT REQUIREMENTS

Instructions: All of the requirements on pages 1 and 2 AND below must be answered YES, unless not applicable or an exception is granted, to approve the home for continued placement.

EMERGENCY PROCEDURES §10-05 RFA WD	YES	NO	*DAP	N/A
Emergency numbers are placed in a prominent location.				
TELEPHONES §10-09 RFA WD	YES	NO	*DAP	N/A
Cellular, internet, or landline telephone service is accessible at all times. (Pursuant to RFA WD §10-09)				
FIRE CLEARANCE §10-04 RFA WD	YES	NO	*DAP	N/A
Required for capacity greater than 6 or non-ambulatory clients. (Pursuant to RFA WD § 10-06)				
REPORTING REQUIREMENTS §10-06 RFA WD	YES	NO	*DAP	N/A
Death, abuse, injury or illness, prolonged absence, emergency removal of the child, AND communicable disease outbreak, poisonings, fires or explosions, daycare operation in the home, or any change in composition of the home have been properly reported to the approval and placement agencies. (Pursuant to RFA WD §10-06)				
RECORDS FOR CHILDREN AND NONMINOR DEPENDENTS §10-07 RFA WD	YES	NO	*DAP	N/A
Records of the child or nonminor dependent are maintained and appropriately stored in the home. (Pursuant to RFA WD §10-07)				
PERSONAL RIGHTS §10-08 RFA WD	YES	NO	*DAP	N/A
Each child and nonminor dependent is accorded the personal rights specified in Welf & Inst Code §16001.9. (Pursuant to RFA WD §10-08)				
TRANSPORTATION §10-08 RFA WD	YES	NO	*DAP	N/A
Transportation is provided for: health related services, school, and extracurricular activities. (Pursuant to RFA WD § 10-08)				
FOOD AND NUTRITION §10-11 RFA WD	YES	NO	*DAP	N/A
Nutritious meals and snacks are provided and special dietary needs are met. (Pursuant to RFA WD §10-11)				
REASONABLE AND PRUDENT PARENT STANDARD §10-12 RFA WD	YES	NO	*DAP	N/A
Reasonable and Prudent Parent Standard is applied as identified in Welf & Inst Code § 362.04, 362.05 and 727. (Pursuant to RFA WD §10-12)				
RESPONSIBILITY FOR PROVIDING CARE AND SUPERVISION §10-13 RFA WD	YES	NO	*DAP	N/A
Care and supervision is meeting the specified needs of the child or nonminor dependent. (Pursuant to RFA WD §10-13)				
ACTIVITIES § 10-14 RFA WD	YES	NO	*DAP	N/A
Child or nonminor dependent is encouraged to participate in extracurricular and social activities. (Pursuant to RFA WD §10-14)				

*A Documented Alternative Plan (DAP) may only be used pursuant to RFA Written Directives section 07-04(a).

I certify the home of _____ as of _____
continues to meet the standards for approval as a Resource Family Home. Date

Signature (County CWS/Probation) _____ Date

RESOURCE FAMILY APPROVAL HOME ENVIRONMENT CHECKLIST: ANNUAL UPDATE

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DEFICIENCIES AND PLANS OF CORRECTION

When a violation of Written Directives is observed, the county worker has the responsibility to determine that length of time by which a correction must be made and to provide the Resource Family with reasonable assistance in meeting that standard. The basic factors to be considered in making this assessment are the potential consequences to the children or nonminor dependents placed in the home and the immediacy of the need to correct.

The types of deficiencies are as follows:

1. **Immediate Impact:** Deficiencies that, if not corrected, would have a direct and immediate risk to the health, safety or personal rights of the foster child. If placement is imminent, correction **MUST BE MADE** prior to placement of the child(ren) or nonminor dependent.
2. **Potential Impact:** Deficiencies that without correction could become a risk to the health, safety or personal rights of the child(ren) or nonminor dependent.

Examples of Immediate Impact Deficiencies:

For Initial Approval:

1. Home Environment: obstructed passageways inside or outside of the home, unsafe fireplaces, open face heaters, or woodstoves, insufficient lighting to ensure comfort and safety. [RFA WD § 10-01:(a)(1-7)]
2. Outdoor Activity Space: no fence, cover or other obstruction to prevent access to pools. (RFA WD § 06-03:2)
3. Storage Requirements: poisons, firearms, medicines, and other dangerous medicines are not stored in a locked area. (RFA WD § 06-03:3)
4. Telephones: no cellular, internet, or landline telephone services or such are readily available at all times. (RFA WD § 10-09)
5. Fire Clearance: if intending to serve non-ambulatory children or nonminor dependents or more than 6 children or nonminor dependents. (RFA WD § 06-03:4)
6. Criminal Record Clearance and Child Abuse Index Check: failure to obtain a CLETS clearance and submit a fingerprint or Criminal Record Clearance and Child Abuse Index Check for those individuals whom have frequent and routine contact with the children in care. (RFA WD § 06-02)

For annual assessment, all of the above and:

1. Reporting Requirements: failure to notify the Department regarding incidents of abuse, neglect, death, injury, etc. (RFA WD § 10-06)
2. Records for Children and Nonminor Dependents: failure to maintain the children's records. (RFA WD § 10-07)
3. Personal Rights: abuse, neglect, inappropriate use of restraints, the use of corporal punishment, and similar violations having a direct negative impact on either the physical or emotional wellbeing of the children in care. (RFA WD § 10-08)
4. Telephones: no cellular, internet, or landline telephone services or such are readily available at all times. (RFA WD § 10-09)
5. Transportation: failure to provide transportation to school, or health related appointments. (RFA WD § 10-10)
6. Food and Nutrition: failure to provide adequate or nutritious meals and snacks. (RFA WD § 10-11)
7. Responsibility for Care and Supervision: child requires a level of care that cannot be met by the caregiver without the provision of additional supports and services. (RFA WD § 10-13)

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Examples of Potential Impact Deficiencies:

1. Home Environment: conditions that may have a negative impact on the child or nonminor dependent if not corrected, such as multiple conditions that indicate an overall deterioration of the home; widespread neglect of maintenance; unsanitary living and food preparation areas. (RFA WD § 10-01:(a)(1-7))
2. Food and Nutrition: failure to provide adequate or nutritious meals and snacks. (RFA WD § 10-11)
3. Furniture, Fixtures, Equipment & Supplies: furnishings, should be considered as deficient only when they are clearly damaged to the extent they are not functional (e.g., a tear in the seat of a chair vs. exposed springs); no operable sink or shower; inadequate linens. (RFA WD § 10-01)

FOR ANNUAL ASSESSMENT, ALL OF THE ABOVE AND:

1. Reporting Requirements: failure to notify the Department regarding incidents of abuse, neglect, death, injury, etc. (RFA WD § 10-06)
2. Records for Children and Nonminor Dependents: failure to maintain the children's records. (RFA WD § 10-07)
3. Personal Rights: abuse, neglect, inappropriate use of restraints, the use of corporal punishment, and similar violations having a direct negative impact on either the physical or emotional wellbeing of the children in care. (RFA WD § 10-08)
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PLAN OF CORRECTION

When a county child welfare services or tribal agency worker has determined that a deficiency exists, the proposed caregiver and the worker will discuss each deficiency and develop a plan for correcting each deficiency. If the deficiency is not corrected during the visit, then the plan of correction must be in writing, with a copy provided to the caregiver, and shall include at least the following information:

1. Citation of the Written Directive section that is violated.
2. Description of the nature of the deficiency.
3. The actions to be taken by the applicant/Resource Family and the assistance to be provided by the County.
4. The date by which each deficiency shall be corrected.
5. The phone number of the county office responsible for approval of the home.

WHEN THERE IS A CHILD OR NONMINOR DEPENDENT IN THE HOME, THE WORKER MUST REQUIRE IMMEDIATE CORRECTION OF A DEFICIENCY IF THE DEFICIENCY WOULD POSE AN IMMEDIATE THREAT TO THE HEALTH AND SAFETY OF THE CHILD OR NONMINOR DEPENDENT. UNDER THESE SAME CIRCUMSTANCES, IF A CHILD OR NONMINOR DEPENDENT IS NOT IN CARE, AND PLACEMENT IS IMMINENT, CORRECTION SHOULD BE WITHIN 24 HOURS OR LESS, AND BEFORE PLACEMENT IS MADE. OTHERWISE, THE DATE FOR CORRECTING A DEFICIENCY SHALL NOT BE MORE THAN 30 CALENDAR DAYS FOLLOWING THE DATE OF THE VISIT, UNLESS THE WORKER DETERMINES THAT THE DEFICIENCY CANNOT BE CORRECTED IN 30 CALENDAR DAYS; IN THIS CASE, THE WORKER MUST DETERMINE AN APPROPRIATE COMPLETION DATE. *TITLE IV-E IS NOT AVAILABLE UNTIL THE MONTH IN WHICH CORRECTIONS ARE COMPLETED AND THE HOME FULLY MEETS THE APPROVAL STANDARDS.*