

Policy Title:	Children Placed Out-of-County – Policy		
Policy Number:	I-B.3.4.3		Effective Date: 01-02-1996

Approved By: *on file*

Date Approved:

[Policy](#)

[Forms, etc.](#)

[Definitions](#)

[References](#)

[Contact](#)

Reference(s):

- None

Form(s) that apply:

- None referenced

Policy:

Purpose

The purpose of this policy is to ensure responsible notification of the local Child Welfare and County Mental Health Program offices when a child in the Department's custody is placed in another county, and for those children in need, to ensure a request is made for supervision and transition planning to adult services.

Definitions

(1) DD Case Manager

(2) Sending Child Welfare Branch

(3) Receiving Child Welfare Branch

Policy

There are situations in which a Child Welfare branch may have custody of a child through court wardship or a voluntary custody agreement and that child resides in a different county. For example, a juvenile court in one county may have wardship with the Department having custody of a child, but the child may live in another county with a parent or relative, or in a substitute care placement.

When children are placed in substitute care, it is the Department's policy to keep the child in a placement as close to the birth parents as possible. Usually this means children remain in the same county as their parents and in the same county as the Child Welfare

branch with the open case. However, children may require specialized placements, such as foster care, placement with relatives or residential care, which may not be available in their own county.

During the time the child is in residence in another county, the child or provider will need services. **Branch Child Welfare offices must notify *receiving branches* when children are to be placed in those counties, and may request inter-county supervision.**

Substitute care is primarily a short-term resource. Children entering foster care or residential care are presumed to be returning to their parents and/or the original county for after-care. Older children, however, may choose to remain in the placement county when they emancipate.

Children with developmental disabilities present a special challenge when placed out-of-county. These children usually transfer to an adult service system through County Mental Health Developmental Disabilities Programs. They may also remain in residential treatment longer than children without disabilities. As with other young children placed out-of-county, children with developmental disabilities are presumed to be returning to their parents' home and/or their original county for after-care. However, as with other adolescents, remaining in the placement county may be an appropriate option.

The administrative rules of the Indian Child Welfare Act take precedence for those children subject to the act. (Please refer to OAR 413-070-100 through 413-070-260, Child Welfare policy I-E.2.1, "Placement of Indian Children.")

Note: Branches and/or regions may also negotiate agreements detailing specific procedures for placements in other counties that exceed the scope of this policy. This policy is not intended to limit or conflict with those agreements as long as notification occurs.

Procedures

The following procedures are to be followed when a child is placed in a different county than the county maintaining custody and the case and/or custody is not transferred.

(1) Notification of placement.

(a) Child Welfare offices will notify a Child Welfare branch prior to placing a child in foster or relative foster care or with parents in that county. As a courtesy to the *receiving branch*, notification will occur even if the *sending branch* is not requesting inter-county supervision.

(b) Notification will be sent to the intake supervisor and will include:

- (A)** The child's name and case number;
- (B)** The provider's (or parent/relative's) name, address and phone number;
- (C)** The name of the *sending branch* caseworker and supervisor;
- (D)** The proposed plan for the child including after-care.

(c) Notification is not required when a child is placed in a residential treatment program, except for children with developmental disabilities. (See Procedure (3)(b)).

(d) *Receiving branches* may develop whatever system appropriate for maintaining that information.

(2) Request for courtesy supervision.

(a) The *sending branch* will send case information, the case plan (a copy of the most recent CF 147), and a request for supervision to the intake supervisor.

(b) The two Child Welfare branches will negotiate each branch's roles and responsibilities for the case with the goal of providing adequate supervision.

(3) Children with developmental disabilities. In addition, the following procedures apply for children with developmental disabilities:

(a) If a child has developmental disabilities and is placed out-of-county in foster or relative care or with parents, the *sending Child Welfare branch* will also notify both the local *DD case manager* and the *DD case manager* in the county where the child is placed.

(b) Notification is also recommended for children placed in the Department's residential programs for children with developmental disabilities (such as, Reach, Teaching Research programs, Straight Ahead Shelter II and Creative Alternatives).

(4) Transition planning for emancipation/adult services. The following procedures are required for children with developmental disabilities. Similar procedures are recommended for children with other physical/mental conditions needing life-long supports with referrals to the appropriate agencies (i.e., SDSO).

(a) When the child reaches 16 years of age, a referral for transition planning to adult services is required. The sending Child Welfare office will contact the *DD case manager* in the county of placement to initiate this process.

(b) Transition planning will follow the procedure outlined in the "Placement Expectation," Policy I-E.3, under the section titled "Transition to Adult Services for Children with Developmental Disabilities."

Contact(s):

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