

<b>Policy Title:</b>	Residential Services – OAR		
<b>Policy Number:</b>	I-E.4.3 413-080-0200 thru 0270		<b>Effective Date:</b> 01-09-2003

Approved By: *on file*

Date Approved:

Policy

Forms, etc.

Definitions

References

Contact

History

### Reference(s):

- Child Welfare Policy I-B.2.2.4, Response to Assessment of Child Abuse Reports in Private Child Caring Agencies and Private Residential Schools  
[http://www.dhs.state.or.us/policy/childwelfare/manual\\_1/i-b224.pdf](http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-b224.pdf)
- Child Welfare Policy I-E.5.1, Maintenance and Treatment Payments  
[http://www.dhs.state.or.us/policy/childwelfare/manual\\_1/i-e51.pdf](http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e51.pdf)
- Child Welfare Policy I-I.4, Treatment Referrals  
[http://www.dhs.state.or.us/policy/childwelfare/manual\\_1/i-i4.pdf](http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-i4.pdf)

### Form(s) that apply:

- CF 85A, Behavior Rehabilitation Services Authorization
- CF 85B, Re-Authorization for Behavior Rehabilitation Services
- CF 85P, BRS Referral & Authorization Packet (A & R)  
[http://dhsresources.hr.state.or.us/WORD\\_DOCS/CE0085P.doc](http://dhsresources.hr.state.or.us/WORD_DOCS/CE0085P.doc)
- CF 97, Evaluation of Need for Residential Services & Level of Care

### Rules:

#### **Purpose**

**413-080-0200**

Residential Services consists of 24-hour care and treatment provided by residential service programs operated by public and private agencies. This rule governs the use of residential services programs that contract with the Department to provide residential services for children in the Department's legal custody or children whose parents have signed a voluntary placement or custody agreement.

**Statutory Authority: ORS 418.005**

**Stats. Implemented: ORS 418.005**

## Definitions

### 413-080-0205

- (1) "Department" means the Department of Human Services.
- (2) "SDA" means Service Delivery Area. A geographic region of one or more counties served by the Department and managed by an SDA Manager.

**Statutory Authority: ORS 418.005**

**Statutes Implemented: ORS 418.005**

## Residential Placements

### 413-080-0210

- (1) Residential Placements shall be made only after all other resources for meeting the child's needs in a family environment, either in the child's own home or a substitute home, have been explored or exhausted. Resources to consider are counseling, Intensive Family Services, referral to another agency for family services, Homemaker Services, Parent Training and the Big Brother/Sister program. Local Department offices should explore individualized services, or other options through Family Decision meetings and use resources available in the local community whenever possible, if these services will effectively meet the needs of the child and family and divert the child from placement in a residential service program. Foster home placement is not a pre-requisite for placement in a residential service program.
- (2) Children who are inappropriate for a residential service referral include:
  - (a) Children whose needs can be met in foster care or another family type setting or other less restrictive environment except that such placement is not available.
  - (b) Children whose interpersonal relationships within a sibling group could be better preserved in another setting.
  - (c) Children whose behavior or mental and emotional disabilities, while representing significant problems for the family or the community, would be better served by the development of a service plan with the family which permits the child to remain at home.
  - (d) Children whose diagnosed mental and/or emotional disorder has been determined to require psychiatric hospitalization or placement in a psychiatric residential facility in order to protect self and others.
  - (e) Children whose demonstrated ability to function in the Independent Living Program indicates that it is a better resource.
  - (f) Children whose problems, circumstances or social history indicates that available residential service programs could not assist the child, or that the child and/or the community could not be protected during the placement.
  - (g) Children whose placement history clearly shows that additional use of residential service programs will not be of further benefit.

- (h) Children who have been identified as eligible for services through the local Developmental Disabilities Office.

**Statutory Authority: ORS 418.005**

**Stats. Implemented: ORS 418.005**

### **Criteria**

#### **413-080-0220**

Children referred for placement in a residential service program must have demonstrated behavioral problems which cannot be managed in a less structured, and less restrictive environment. The goal of placement in a residential service program is to remediate the behaviors which are preventing the child from remaining in a community setting, and to assist the child in making the changes necessary to allow the child to return to a family setting, or to live independently in the community.

**Statutory Authority: ORS 418.005**

**Stats. Implemented: ORS 418.005**

### **Resource Referrals**

#### **413-080-0240**

Written referrals to residential service programs shall follow the current format of the "Evaluation of Need for Residential Services and Level of Care" (CF 97). Referral material regarding the child and family may be provided by the juvenile department, Oregon Youth Authority, mental health workers, school district, or other community providers if these individuals have information which will assist in the referral process. The assigned Department caseworker shall be responsible for sending the referral to the provider. Workers should refer to the Treatment Referrals Policy, I-I.4, for further information regarding residential service program referrals.

**Statutory Authority: ORS 418.005**

**Stats. Implemented: ORS 418.005**

### **Service Planning**

#### **413-080-0250**

- (1) Within two days after admission to a residential service program, the program shall develop an initial service plan which shall be developed jointly by the Department caseworker and the program, involving the child and parent(s). The service plan must be specific with regard to the behaviors to be addressed, services to remediate the problematic behaviors, and initial after care planning information. The program shall furnish a copy of the service plan to the Department\_ caseworker which shall be filed in the case record.
- (2) Service plans shall not be revised without the involvement of all major parties, (i.e., Department caseworker, provider, the child and parent(s)).
- (3) Every service plan for a child in a residential service program shall be reviewed by the Department caseworker and provider a minimum of every 90 days, or more often as the case may warrant. This review shall include a face-to-face contact between the Department caseworker, the child and the provider.
- (4) A written progress report shall be prepared by the provider following every review and a

copy shall be sent to the assigned Department worker for inclusion in the case record.

**Statutory Authority: ORS 418.005**

**Stats. Implemented: ORS 418.005**

### **Department Caseworker's Role**

#### **413-080-0260**

- (1) The Department caseworker shall, whenever possible, involve the child's parent(s) in the placement process including their participation in pre-screening interviews, service planning and identification of appropriate aftercare resources. The Department caseworker shall participate in the actual placement of the child in the residential service program.
- (2) When a child is placed in a residential service program, the Department caseworker shall continue to work with parents, other members of the family, as appropriate, and other resources in relation to children remaining in the home. Other Department services to families shall be used, as appropriate, including individualized services to assist the other children to remain at home, and to prepare the home for the return of the child in the residential service program.
- (3) The Department caseworker shall work cooperatively with residential service program staff in relation to planning for the child.
- (4) The Department caseworker shall assist in arranging parent visitation with the child as agreed to by all service planning participants as appropriate and in accordance with planned services. The Department caseworker shall approval all home visits and/or community passes while the child resident in an Department contracted residential service program, per OAR 413-090-0005 through 413-090-0050\_ (CAF Policy I-E.5.1, Maintenance and Treatment Payments).
- (5) The Department caseworker shall begin the development of a specific aftercare plan for the child and family upon placement of the child in the residential service program. The details of the aftercare plan shall be developed in conjunction with the residential service provider and updated at each 90 day service plan review meeting.

**Statutory Authority: ORS 418.005**

**Stats. Implemented: ORS 418.005**

### **Intake And Placement Disagreements**

#### **413-080-0270**

- (1) When a disagreement with a residential service program occurs with regard to acceptance of a child into the program, discharge of the child from the program, or the services the child and family are receiving, the Department caseworker shall contact their Child Welfare supervisor, or the CAF Residential\_Resource Consultant for assistance in resolving the matter. Issues of abuse and neglect involving the residential service program must be reported to the local DHS office serving the area where the program is geographically located. Refer to\_ OAR 413-200-0000 through 0050 (CAF Policy I-B.2.2.4, Response to Assessment of Child Abuse Reports in Private Child Caring Agencies and Private Residential Schools).
- (2) After review of the worker's concerns, the residential resource consultant, or Child Welfare Supervisor, shall contact the provider's staff, or if necessary, the provider's

program director to resolve the problem.

- (3) If the issue(s) cannot be resolved, the CAF Residential Resource Consultant, or the worker's Supervisor, or shall contact the assigned central office program analyst to request their involvement.
- (4) After review of the issue(s) and the CAF Residential Resource Consultant, or Supervisor's efforts to resolve the matter, the program analyst shall contact the provider's program director or program's board of directors to negotiate a solution.  
**Statutory Authority: ORS 418.005**  
**Stats. Implemented: ORS 418.005**

### Contact(s):

- **Name:** CAF Reception; **Phone:** 503-945-5600

### Policy History

- 12/29/95
- 12/03/99
- 07/01/01