

Laurie Price, Deputy Director of Child Welfare Programs

**Authorized Signature**

**Number:** CW-PT-18-003

**Issue date:** 01/03/2018

**Topic:** Licensing

**Transmitting (check the box that best applies):**

- New policy   
  Policy change   
  Policy clarification   
  Executive letter  
 Administrative Rule   
  Manual update   
  Other: \_\_\_\_\_

**Applies to (check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> All DHS employees                    | <input type="checkbox"/> County Mental Health Directors  |
| <input type="checkbox"/> Area Agencies on Aging               | <input type="checkbox"/> Health Services   |
| <input type="checkbox"/> Aging and People with Disabilities   | <input type="checkbox"/> Office of Developmental Disabilities Services(ODDS)   |
| <input type="checkbox"/> Self Sufficiency Programs            | <input type="checkbox"/> ODDS Children’s Intensive In Home Services  |
| <input type="checkbox"/> County DD Program Managers           | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)  |
| <input type="checkbox"/> ODDS Children’s Residential Services | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): Personnel in the following central office units: Treatment Services, Foster Care, Federal Policy Planning, Children's Care Licensing, Background Check Unit |
| <input type="checkbox"/> Child Welfare Programs               |  |

Policy/rule title:	Licensing Child-caring Agencies		
Policy/rule number(s):	413-215	Release no:	
Effective date:	January 1, 2018	Expiration:	
References:			
Web address:	<a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/division_215.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/division_215.pdf</a>		

**Discussion/interpretation:** Minor changes are being made to the CCA licensing rules to do the following:

- Update definitions to align with 2017 statutory changes;
- Add a definition for "financial irregularities";

- Move the CCA Notifications rule out of Child Welfare case management rules into the CCA rules;
- Make minor changes to CCA notifications to comply with SB 244 (2017); and
- Permit a proctor foster family to keep their certificate of approval past the expiration date in limited circumstances.

**Implementation/transition instructions:** The rule changes will not require any specific action on the part of DHS personnel or licensed child-caring agencies.

**Training/communication plan:** The policy transmittal will ensure interested DHS personnel are informed. The Children’s Care Licensing Program will communicate the changes to licensed child-caring agencies.

**Local/branch action required:** none

**Central office action required:** none

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:** the proposed changes were shared with licensed foster care agencies

**Filing instructions:**

*If you have any questions about this policy, contact:*

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