

Laurie Price Deputy Director Office of Child Welfare Programs

Authorized Signature

Number: CW-PT-18-010

Issue date: 4/13/2018

Topic: Foster Care

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 type="checkbox"/> Other (please specify): |
| <input checked="" type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	Procedure Manual chapter 7, section 11: DHS Employee Procedure for Applying and Serving as a Foster Parent, Respite Care Provider, Guardian, Relative Caregiver or Adoptive Resource		
Policy/rule number(s):		Release no:	
Effective date:	January 1, 2017	Expiration:	None
References:			
Web address:			

Discussion/interpretation: In January, 2017 DHS leadership determined that DHS child welfare employees would be allowed to become certified foster care providers to care for children in DHS child welfare custody. To reduce any inherent or perceived conflict of interest, procedures have been created to help navigate the roles and responsibilities of employees who wish to become certified.

Implementation/transition instructions: None

Training/communication plan: None

Local/branch action required: Ensure that all Child Welfare employees who apply to become a certified foster care provider and the certification staff assessing these applicants comply with this procedure.

Central office action required: N/A

Field/stakeholder review: Yes No

If yes, reviewed by:

Filing instructions:

If you have any questions about this policy, contact:

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