

Title:	Temporary Lodging: Child Welfare Collaboration			
	Version:	1.0	Effective Date:	12/30/2019

Overview

The Oregon Department of Human Services (DHS) is working diligently to reduce the number of children and young adults experiencing Temporary Lodging in hotels and similar settings due to lack of available, appropriate Child Welfare placements. In 2016, a lawsuit was filed against DHS on behalf of two children by Youth, Rights & Justice and CASA of Multnomah County. In February 2018, DHS entered into a settlement agreement to resolve the lawsuit. The parties, through the settlement agreement, intend to ensure that all foster children and young adults in Oregon are placed appropriately, and limit the number and duration of occasions of Temporary Lodging.

There are strict limits on the use of Temporary Lodging including number of children and young adults, number of Temporary Lodging occasions, and number of nights per occasion. When children with Intellectual and Developmental Disabilities (I/DD) are at risk for Temporary Lodging, collaboration between Child Welfare staff, Community Developmental Disabilities Program (CDDP) and the Office of Developmental Disabilities Services (ODDS) is essential to ensure all alternative avenues are exhausted, the use of Temporary Lodging is limited, and children are safe and supported.

Guideline(s) that apply

Child Welfare makes decisions related to the use of Temporary Lodging, including determinations of risk for Temporary Lodging and approving the use of Temporary Lodging. CDDPs and ODDS support Child Welfare through ongoing collaboration and by searching for appropriate placements within the I/DD system.

The steps below address processes related to preventing Temporary Lodging.

Step 1: If a child or young adult enrolled in I/DD services is at risk for Temporary Lodging, the Child Welfare caseworker will contact the child's

Services Coordinator (if known) and CDDP Program Manager immediately. The Services Coordinator or Program Manager will respond as soon as possible and identify who will serve as Child Welfare's main point of contact related to Temporary Lodging for the child. This is typically the child's Services Coordinator.

Step 2: The Services Coordinator or other designee ("Designee") will respond to the caseworker as soon as possible and prioritize this situation. The Services Coordinator or Designee will assist Child Welfare by identifying DD placement options and coordinating needed DD services that may be delivered in Temporary Lodging settings. This may include additional assessments or meetings related to I/DD placements. The Child Welfare caseworker or supervisor will identify other placement options at the same time.

Step 3: If placement is not found and the child continues to be at risk for Temporary Lodging, the Child Welfare caseworker or supervisor will invite the Services Coordinator or Designee to all Temporary Lodging staffing phone calls. These calls are intended to bring partners together to ensure all possibilities for placement have been exhausted. Child Welfare staff make the final determinations on whether a child is approved for Temporary Lodging. These calls often happen on short notice. The Services Coordinator or Designee is expected to prioritize these calls and attend whenever possible.

Step 4: When a child is approved for Temporary Lodging, **daily communication** via email is required between key Child Welfare staff and partners. These emails outline status updates from all involved parties related to identifying a placement for the child and moving them out of Temporary Lodging. The Services Coordinator or Designee will respond to these emails each working day. The Services Coordinator or Designee will indicate the following on each email:

- A list of placement referrals sent on behalf of the child
- Any follow-up and any responses to the referrals
- Any changes or other pertinent information

When there is no change in status, the Services Coordinator or Designee will reply to the daily email and state that there are no changes to report.

Step 5: When a child or young adult is enrolled in I/DD services in a Temporary Lodging setting, they can receive what are typically considered “in-home services” per their Individual Support Plan (ISP). The child or young adult’s Services Coordinator will assist in bringing in formal services such as attendant care, behavior supports, and relief care when a child is experiencing Temporary Lodging.

Temporary Lodging Roles and Responsibilities

Child Welfare Caseworker

Child Welfare caseworkers are employed through the Child Welfare program under DHS. Caseworkers are stationed in local DHS field offices across the state. They are the legal custodian of children in care and are responsible for managing the safety, wellness, permanency and legal needs of children in their custody.

Child Welfare Field Services

The Child Welfare Field Services team is a program under DHS Child Welfare Central Office. They serve as a liaison between the local field branches and central office resources and leadership. Field Services analysts assist caseworkers with situations involving temporary lodging.

Child Welfare Residential Resource Coordinator

Residential Resource Coordinators (RRCs) work with caseworkers to identify residential services and placements for children who rise to the level of care. They coordinate with Behavioral Resource Services (BRS), non-BRS, shelters and alternative placements for children in custody. RRCs will work closely with the caseworker and supervisor for children who are in need of residential services and placements.

CDDP/ODDS Children’s Residential/Children’s Intensive In-Home Services Program Manager

Responsible for designating Child Welfare’s main point of contact at the CDDP, ODDS Children’s Residential Services, or CIIS to a child at risk for Temporary Lodging.

Responsible for supporting the Services Coordinator or Designee and filling in to provide updates to Child Welfare as needed. Contact information for each Program Manager can be found [here](#).

CDDP/Children’s Residential/CIIS Services Coordinator

The child’s case manager and most often, the main point of contact (Designee) for the Child Welfare caseworker.

CDDP Designated Referral Contact

Responsible for coordinating DD foster care and residential referrals.

ODDS Field Liaison

Responsible for supporting CDDPs when complex situations arise or additional help is needed. Available to assist Child Welfare if Services Coordinators and Program Managers are unavailable. Regional Field Liaison Team contacts can be found [here](#).

Reference

[Click here](#) to view the complete Temporary Lodging settlement agreement.

Contact

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