



ADMINISTRATIVE OFFICE OF THE COURTS & PROBATION

Service Interpretive Guidelines
Agency Supported Foster Care

SERVICE DEFINITION:

Agency Supported Foster Care is a temporary placement that is provided in a licensed foster home when family or kinship options are not available. The agency is expected to ensure background checks are completed per child placing agency license. The foster home is supported by a licensed agency or through the Department of Health and Human Services. The foster home provides 24-hour care and supervision for youth by a trained foster family. Youth in agency supported foster care require consistent behavior management, supervision and crisis support to ensure their access to education, treatment services and family/prosocial supports are not disrupted while more long-term plans are developed. Foster families will provide a safe, learning and nurturing environment to help youth facilitate change in their behavior, attitudes, and personal interactions.

TARGET POPULATION:

This service would typically assist in addressing youth with high risk and/or need in Family Circumstances/Parenting, Personality/Behavior/Attitudes/Orientation. Youth who are in need of agency supported foster care are in need of a structured environment due to the inability of the youth to function in the family home or home like environment.

PROBATION/PROBLEM SOLVING COURT OFFICER (OFFICER) RESPONSIBILITIES:

- Officer will prepare the youth and family to transition into the placement, by providing transportation, and making sure the youth has all necessary belongings to include, but not limited to clothing and medications if applicable.
- A written service plan shall be developed with the youth and probation/problem solving court officer based upon the probation referral and family/youth intake interview. The written service plan will be shared with the probation/problem solving court officer.
- Individualization of the plan will be determined based on service referral information, (criminogenic risk, need and responsivity) relevant collateral documentation/assessments and youth/family goals.
- Officer will facilitate monthly family team meetings with identified team members. Attendance of the foster parents shall be identified on a case-by-case basis.
- Officer will assist in developing an individualized written transition plan with the youth's family and foster family to prepare the youth to return home. This includes family team meetings, building formal and informal supports, home visits, etc.

- Officer will ensure family phone calls, visits and home visits occur on a consistent basis. Home visits should be planned through the family team meeting process and should be based on the goals of the individualized plan, not related to a behavior management plan.
- Officer will ensure family phone calls, visits and home visits are not withheld from the youth in a punitive manner.
- Officer will ensure parental preferences and cultural values are maintained while ensuring the foster parents are supported in the work being done to help the youth. For example: haircuts, body piercings, cell phones, tattoos, etc.
- Officer shall have a face-to-face visit with the youth when they are on therapeutic leave days to ensure youth is following goals they are to complete when they are on therapeutic leave days.
- Officer should be able to observe a consistent and highly structured daily schedule to include skill development, and the youth should be engaged in developmentally appropriate activities as would be considered typical in a family home.
- Officer will engage with the youth in consistent communication through in-person visits, team meetings, and phone calls with the youth, youth's family, and the foster family. Officer must be responsive to all crisis situations.
- Officer will verify with the agency supported foster care specialist if progress is being made. If progress is not indicated, the agency supported foster care specialist shall provide a rationale as to what changes will be made to initiate a plan to increase progress.
- Officers must familiarize themselves with the supporting agency, the foster family, and the rules and expectations put in place by both.
- Officer will complete engagements outlining intake, progress and discharge.
- Transition planning begins immediately upon placement. Officer shall do transition work with the family to prepare the youth to return home. This includes family team meetings, therapeutic team meetings, building formal and informal supports, home visits, therapeutic leave days etc.
- Transition plans will be finalized in the (Individualized Transition Plan) ITP and will include the following:
 - Recommendations for next appropriate community services
 - Follow up appointments scheduled in conjunction with family
 - Community supports and resources for the youth/family
 - Consultation with community agencies on behalf of, or in conjunction with the youth/family
 - Update every time there is a change in the youth/family circumstances.
- Officer shall communicate weekly, at a minimum for updates on the treatment plan, goals and the youth and family's engagement in services.
- Officer will upload all documents to the information management systems.