

## Foster Home Investigations

The Child Protection Worker will immediately initiate the screening and investigation process as per Section 1 *Reporting and Investigating* when in receipt of a child protection concern regarding a foster home.

### REFERENCE

*Child and Family Services Act* sections 8, 9 and 64

### PURPOSE

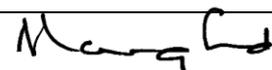
- To ensure all investigations of child abuse and neglect reflect uniformity in process.
- To ensure all children and youth receiving foster care services are safe and protected.

### PROCEDURE

1. Notify the Supervisor immediately upon receipt of a report of suspected abuse or neglect towards a child or youth receiving services in a foster home.
2. The Supervisor must immediately notify the Director of Child and Family Services.
3. Prepare and submit an *Incident Report* to the Director of Child and Family Services as per Standard 6.16 Serious Incidents immediately following the report.
4. Initiate an investigation using the standard investigation procedures.
5. Assess if the child's immediate health or safety is in danger requiring removal (child in the home as a foster placement) or apprehension (birth children or other non-foster children in the home).
6. Determine in consultation with the Supervisor the outcome of the investigation. If the child protection report is substantiated close the foster home. Or, if exceptional circumstances allow for the continued use of the foster home at the discretion of the Director then document the circumstances in the case notes in the child or youth file and Foster Home file.
7. If the concerns are unsubstantiated or unfounded, create a written plan in collaboration with the foster parents, for support services, if and as required.

Effective Date: April 1, 2016

Director of Child and Family Services



8. Draft a letter outlining the investigation process and outcome for the Supervisor's signature. Mail the letter within seven (7) days of the investigation's completion to the foster parents.
9. Inform the foster parents verbally of the investigation outcome within two (2) days of the investigation's completion.
10. Notify the Director of Child and Family Services of the final outcome.

### FORMS

- Incident Report

### TOOLS

- Investigation of a Complaint Against a Foster Home