

## PROCEDURE

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<b>Series:</b>	<b>Operating Procedures</b>	<b>COA: Net A 5.01- 5.05, 6.01- 6.03</b>
		<b>CFOP: N/A</b>
<b>Procedure Name:</b>	Level 2 Hotline Foster Homes	
<b>Procedure Number:</b>	OP-1186	
<b>Reviewed Date:</b>	N/A	
<b>Revision #/Date:</b>	04/01/16, 06/19/2019	
<b>Effective Date:</b>	06/22/15	
<b>Applicable to:</b>	BFP staff and its subcontracted agencies	

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**PURPOSE:** To define the process and procedures for the temporary use of Level 2 Hotline foster homes. This operating procedure specifically applies to children who are under the primary supervision of Brevard Family Partnership as the Lead Agency.

### REFERENCES:

Center For The Study of Social Policy Protective and Promotive Factors

### PROCEDURE:

#### **Overview**

To outline Brevard Family Partnership's (BFP) centralized intake processes and on call procedure for the placement of children in level 2 hotline foster homes. In order to support the continuing efforts of BFP to ensure the safety, well-being and to reduce the impact of trauma on children entrusted to our care, and promote the placement of siblings together, this procedure will clarify the protocols, steps, and line of authority of parties involved in placement of children in level 2 hotline foster homes. The proper application of this procedure will ensure that BFP meets its commitment to ensure the safe and appropriate placement of children.

#### **Principles**

Brevard Family Partnership (BFP) recognizes that minimization of trauma associated with a removal from a child's home is imperative for healthy developmental functioning. Children that experience multiple placements within the foster care system are exposed to conditions that place them at risk of developing an attachment disorder. Sudden separation from a primary caretaker, confounded with these variables, teaches a child that the world is unsafe.

#### **Hotline Homes**

##### Definition

Level 2 hotline homes are traditional foster and therapeutic foster homes that agree to act as emergency placements for the temporary care of children entering licensed out of home care during afterhours and weekends. Hotline homes are to be used when they have bed availability and after all other family foster homes have been explored.

##### Level 2 Foster Home Requirements

The Level 2 home must elect to participate in the hotline rotation and will be available 24 hours a day/7 days per week for short term placement (up to 7 days for any newly sheltered child in need of placement. Level 2 Hotline homes will serve as short term placement to allow for completion of

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*HOTLINE FOSTER HOMES*



assessment of the child to identify a suitable ongoing match with a foster home (Pathways, Connections, and Passages).

Criteria for Child

Child requires out of home care and there are not any relatives or non-relatives within the child’s support network that are either willing or able to meet the standards of an approved caregiver.

Board Rate

\$50.00 per child per day up to 7 days

BFP’s Intake and placement philosophy is based on a number of key principles:

- BFP on call respondents are available 24 hours per day, 7 days per week,
- BFP ensures that all level 2 and above family foster homes consist of safe, stable environments that do not have early identifiable issues indicative of placement disruption,
- Each level 2 and above family foster home meets the child’s specific needs with child’s safety and well-being of primary importance,
- Level 2 and above foster homes are trained on adolescent development,
- Each level 2 and above family foster home shares responsibility for the child’s educational, medical, social, recreational and emotional health,
- Each home serves the child’s best interest, special needs and cultural characteristics whenever possible, and
- Level 2 and above foster homes promote cognitive and social-emotional competence for the children in their care.

**Ongoing Placement**

Homes which elect to participate in the Level 2 Hotline Home rotation agree to accept the temporary placement of children in their home within their identified profile for a maximum of 7 days. The Level 2 Foster Parent understands and agrees that placement of children in these situations is intended to be on a temporary basis. In cases in which a level 2 foster family elects to keep a child in their home beyond the 7 days (or there is a specific need which requires continued placement), there must be agreement by the foster family and Brevard Family Partnership with an identified plan for permanent placement in an alternative setting. Level 2 Hotline Homes are not the preferential use for any placement extending 7 days. The board rate for children in hotline homes is \$50.00 per day for a maximum of 7 days. In cases where a child or children remain in a home past the 7 days, the child will be assessed and leveled based on the Brevard Family Partnership Level of Care Matrix continuum of placement options.

BY DIRECTION OF THE CHIEF EXECUTIVE OFFICER:

PHILIP J. SCARPELLI  
 Chief Executive Officer  
 Brevard Family Partnership Family of Agencies

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