

# NWF Health Network Policy and Procedure

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<b>Series:</b>	200: Placement Services	
<b>Policy Name:</b>	Placement Stabilization and Disruptions	
<b>Policy Number:</b>	210	
<b>Origination Date:</b>	03/09/2009	<b>Revised:</b> Board Meeting of 06/27/2024
<b>Regulations:</b>	39.4022 F.S., 39.4023(3)(d)3, F.S., 39.4023(3), F.S.	
<b>Reference Documents:</b>	Office of Child Welfare Multidisciplinary Team Handbook 200-210 x 1 Placement Stabilization Form	

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## Policy

It is the policy of NWF Health Network (NWFHN), to ensure that every child served in licensed out-of-home care has a stable placement. In the event, a disruption occurs NWFHN first ensures that the change in placement is necessary, in the best interest of the child and that all options for maintaining the placement are explored prior to a placement change.

## Procedure

### A. Placement Stabilization

1. Licensed Family Foster Homes and Group Homes are expected to maintain continued communication with the Dependency Case Manager (DCM) for any child placed in their home and with their licensing specialist.
2. Licensed Family Foster Homes and Group Homes are expected to engage in ongoing communication and will report any concerns regarding a child in their care to the child's DCM when determined that they may result in a disruption of the child's placement.
3. The DCM is also expected to keep the caregivers well informed of events and/or issues relevant to the child and his or her family.
4. When placement concerns are brought to the attention of the DCM, they will request a staffing to occur within three (3) business days to determine the services needed to maintain the placement.
  - a. The purpose of this staffing is to develop an action plan to stabilize the placement and prevent disruption.
  - b. The staffing will include the primary DCM, the foster parent/caregivers, treatment providers, a licensing specialist, and a placement specialist.
  - c. A copy of the completed action plan will be signed by all attendees, with copies provided to each of them.
  - d. The plan will be implemented immediately following the staffing.
5. A request for a placement change will be granted only after the placement stabilization staffing has occurred. An immediate request for placement change will be granted only when it is determined that it is in the child's best interest.

### B. Placement Disruptions

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1. If it is determined that the child will be moved to another placement, despite a placement stabilization staffing and implementation of the resulting action plan, the DCM will work with the Placement Unit to coordinate the child's transition.

- a. Transitions that are necessary must be thoughtfully planned and consider the input of all pertinent team members.
- b. Transition MDT staffings must be completed any time a child's placement change once in or out of home care to include a change in their physical residence.

(1) Within five (5) days of the placement change, the DCM will complete an exit interview and submit to NWFHN. See *NWFHN OP 800-806 Exit Interviews and Case Manager Reviews of Foster Parents* for further details.

2. In the event a request is made to move a child from either a licensed family foster home or a group facility, the following steps must be followed to ensure that the move is necessary and/or is in the best interest of the child:

- a. Planned Placements: An MDT staffing must be held before the intended date of the child's change in physical custody unless there is an emergency situation.
  - 1. The MDT must be held so that the change of Placement and transition plan can be developed. See *NWFHN OP 200-212 Multi-disciplinary Staffing* for further details.
  - 2. The DCF Partnership Plan requires Licensed Family Foster Homes to provide a minimum of two (2) weeks' notice for a foster child to be moved from their home.
- b. Emergency Placement Change: A Multidisciplinary (MDT) staffing must be held within 72 hours following the change in physical custody of a child. The best interest factors must be considered during an MDT staffing for emergency placements. See *NWFHN OP 200-212 Multi-disciplinary Staffing* for further details.