

# FAMILY FOSTER CARE PRE-SERVICE ORIENTATION



HUMAN SERVICES of FARIBAULT & MARTIN COUNTIES

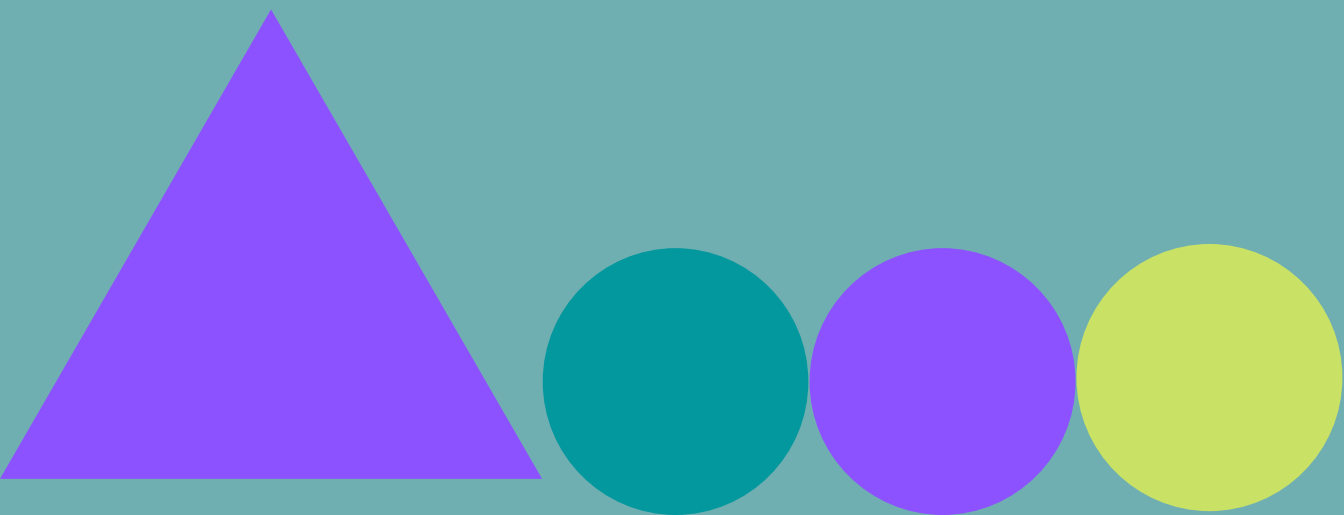
# WELCOME!



"YOU MIGHT BE TEMPORARY IN THEIR LIVES.  
THEY MIGHT BE TEMPORARY IN YOURS.  
BUT THERE IS NOTHING TEMPORARY ABOUT THE  
LOVE OR THE LESSON." -TONIA CHRISTLE

*Do what you can, with what you have, where you are.*  
-Theodore Roosevelt

**Every kid is one caring adult away from being a success story.**  
**-Josh Shipp**



# Human Services of Faribault & Martin Counties Locations

## **FAIRMONT**

115 W. 1ST STREET  
FAIRMONT, MN 56031  
PHONE: 507-238-4757  
FAX: 507-238-1574

## **BLUE EARTH**

412 N. NICOLLET STREET  
BLUE EARTH, MN 56013  
PHONE: 507-526-3265  
FAX: 507-526-2039

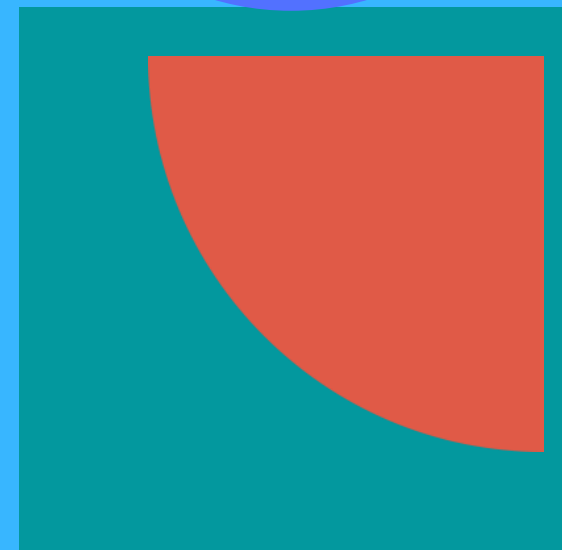
## **STATEMENT OF PURPOSE:**

**This presentation is intended to help you meet the requirements of MN Rule 2960.3070 which states that child foster care applicants must complete a minimum of six hours orientation training prior to being licensed. Topics covered will be as follows; emergency procedures, relevant statutes, rules and legal issues, reporting requirements, information about discrimination and racial bias issues, information about your roles and responsibilities, and the requirements of the licensing agency.**



# FOSTER CHILDREN:

- are often severely neglected, physically and/or sexually abused; and may have witnessed very traumatic experiences;
- will need increased supervision from caring adults in stable homes;
- may need to learn the basics of personal hygiene and social skills;
- may demonstrate difficult behaviors and need help learning how to get their needs met in socially acceptable ways;
- may have developmental delays or disabilities and need special help through teachers or therapists;
- did not ask to be put in this situation;
- may be scared or withdrawn and need extra attention and assistance in managing their emotions.



# What is it like to be a foster child?

Watch this brief video for more insight

This video called “Removed” can be accessed on YouTube using the link below:

<https://youtu.be/IOeQUwdAjE0>

Please view using a computer, phone, or tablet

Please let your licensor know if you are not able to access the video so alternative arrangements can be made. This is important content that is a vital part of this orientation.

# FOSTER PARENTS:



- **provide temporary shelter and care to children to meet their basic needs while their families work through difficult situations. The goal should always be to work on reunification with the biological family;**
- **work with a team of professionals to help each child and family reach their full potential;**
- **follow state foster care statutes, rules, and policies as part of their commitment to the child and their role as a license holder;**
- **communicate important information about a foster child to members of the team in order to keep everyone informed of progress and needs;**
- **provide assistance with emotional needs, independent living skills, transportation, medical and dental care, and other services based on individual needs**

# Requirements for becoming licensed by Human Services of Faribault & Martin Counties

- Be a resident of Faribault or Martin county
- Be at least 21 years of age and physically able to care for foster children
- All applicants and household members must be able to pass a background check
- Agree to cooperate with the FMCHS licensor in order to complete the licensing process
- Collaborate with child protection case managers and follow out of home placement plans
- Provide adequate living space and appropriate sleep space for foster children and their belongings
- Be financially stable and able to meet the basic needs of your family and the foster children in your care
- You may be single, married, divorced, or widowed and have children of your own
- You may own or rent your home. Your landlord must cooperate with any licensing requirements
- You must be free from chemical abuse problems for at least 2 years
- You will agree to provide a smoke-free environment to foster children



# The Licensing Process

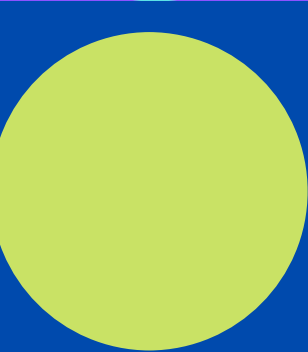
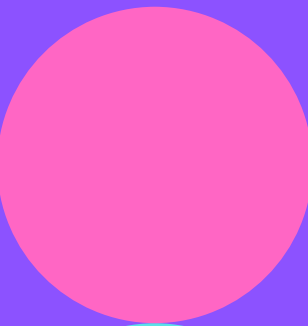
**There are two types of child foster care licenses that Human Services of Faribault & Martin Counties offers.**

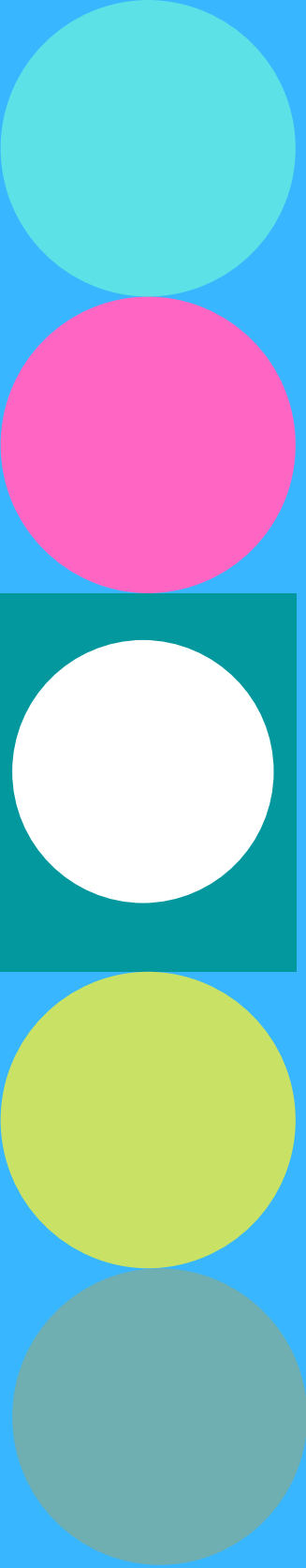
**EMERGENCY  
RELATIVE  
PLACEMENT**



**COUNTY  
FOSTER  
HOME**

While both are similar, there is some variation in the order in which things occur. The time frame for the licensing process itself can vary greatly depending on how quickly the requirements can be met. Typically, this will take anywhere from three to six months.





# Emergency Relative Placement

A relative child may be placed in your home by a child protection worker. That worker will provide you with instructions on how to begin the licensing process. A home safety inspection will be done within the first few days of placement to guarantee that your home is compliant with all safety requirements. If it is not, you will have time to make corrections that will bring you into compliance. You may be required to have a fire marshal inspection of your home if there are certain triggers. Your licensing worker will provide you with all of the documentation necessary for licensing and assist you with completing it. You will need to satisfy training requirements prior to licensing and beyond to maintain your license. You will need to provide personal information about yourself and your family that will allow your licensor to complete a thorough home study. It is important to have this on file should you decide to adopt the child or children in your care. The judge will read the home study to get a better understanding of your family life. You will also be required to pass a background study and provide three references.

# County Foster Home

If you have been considering becoming a family foster care provider, it is as easy as requesting an application packet. You can call 507-526-3265 and ask to speak to the child foster care licenser at any time. You will then be provided with licensing forms and instructions on how to proceed. You will need to be able to pass a criminal background study. An inspection of your home will then be done to assess for safety and determine if there are any factors that would require a fire marshal inspection. You will also need to provide three references, complete required trainings, and participate in a thorough home study. Once licensed, your name will go on a county provider list for agency workers to contact when they are looking to place children. This means you could be called at anytime. You will then use your discretion to decide whether or not to accept a placement based on your preferences. There is no guarantee that a placement will occur.

# Why Foster Care?

Please use the link below to watch the video of 3 foster parents sharing their inspiring stories.

<https://youtu.be/hslO2CVKevA>

Please view using a computer, phone, or tablet.

Please let your licensor know if you are not able to access the video so alternative arrangements can be made. This is important content that is a vital part of this orientation.

# BACKGROUND STUDIES

In 2014, the Minnesota Background Study Act was amended to require fingerprinting and photographs as part of the background study process before a foster care license can be issued. As required by law, the Adam Walsh background study requires that DHS search the following information sources:

- Fingerprint-based Federal Bureau of Investigation (FBI) check on individuals studied who are 18 or older and, with reasonable cause, on those under 18
- If an individual has resided in another state within the past five years, review of substantiated child maltreatment findings in other states on that individual
- Minnesota Bureau of Criminal Apprehension (BCA) criminal history
- Arrest and investigative information with reasonable cause
- All substantiated reports of maltreatment of minors and vulnerable adults from investigations completed by DHS, MDH, and all MN Counties

All applicants and household members age 18 or older will be required to complete a background study. Household members age 13-17 will be only be required to complete a state study.

# Training Requirements

## **1. Sudden Unexpected Infant Death (SUID) and Abusive Head Trauma (AHT)**

1 hour on each topic prior to licensure, repeat every 5 years.

## **2. Children and Restraining Systems (CARS) Department of Public Safety (DPS) Approved Course**

3 hour course prior to licensure, repeat every 5 years.

This training is provided by our agency once every other month. Other approved trainers can be found on the DPS website.

## **3. Children's Mental Health (CMH)**

2 hours prior to licensure, then a minimum of one hour annually.

This training will address the causes, symptoms, and key warning signs of mental health disorders and effective approaches to managing children's behaviors related to mental health concerns.

## **4. Normalcy & Reasonable Prudent Parent Standard**

1.5 hours prior to licensure, review as needed.

This training is intended to teach that foster children should be allowed to participate in extracurricular, social, and cultural activities that are typical for the child's age and developmental state, much the same as a biological parent would allow their own child to do.

## **5. Pre-service Orientation**

6 hours prior to licensure

This is meant to provide emergency procedure information, information about state laws and requirements for license holders, cultural and gender related issues, as well as the roles and responsibilities of both the licensing agency and the foster providers



# Ongoing Training Requirements

After you have completed the licensing process, you will be required to complete a minimum of twelve training hours annually. This must include at least one hour of Children's Mental Health (CMH) and one hour of Fetal Alcohol Syndrome Disorder (FASD) trainings. Your licensor will provide you with a training log to keep track of your hours along with other training opportunities and approved training topics.

Examples of approved training topics: FASD; Alcohol-Related Birth Defects; Prenatal exposure to Alcohol; Drug Use and Abuse; Attachment Disorders; Depression & Anxiety; Behavioral Disorders; Trauma; Autism Spectrum Disorders; Developmental Disorders; Bipolar; Schizophrenia; Personality Disorders; Reactive Attachment Disorder; Attention-Deficit Disorder; Eating Disorders; Crisis Intervention, Suicide Prevention, Grief and Loss, Parenting, Topics on Children's Psychological, Spiritual, Cultural, Sexual, Emotional, Intellectual, and Social Development; Physical, Emotional, or Sexual Abuse; Domestic Violence; Sexual Offender Behaviors; Preparing Foster Children for Independent Living; CPR & First Aid; Disability related issues; Learning Disabilities; and Adoption & Permanency.  
(Other topics as approved)

# Ongoing Licensing

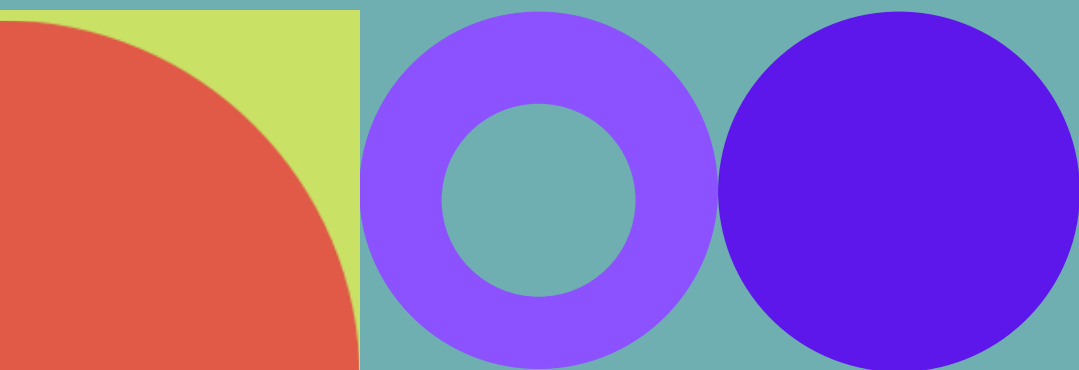
Once all licensing requirements are met, your licensor will recommend that DHS grant you a license.

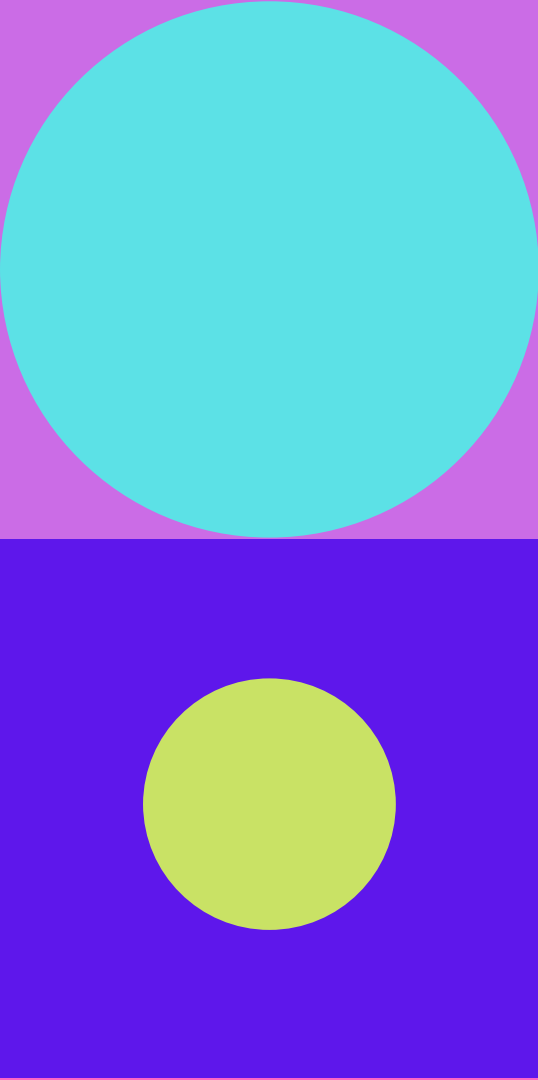
Your initial license will be effective for a one or two year period. You will then need to be re-licensed by this agency.

Relicensing includes completion of the Minnesota Adoption and Child Foster

Care application, Individual Fact Sheets for all license holders and adult (18+) household members, licensing evaluation, and home study update. The licensor will provide you with these forms prior to the expiration date of your license. A home visit will be completed and the home safety checklist will be reviewed at that time. You must be in compliance with the home safety checklist at the time of the visit, or correction orders will be issued. Your training hours will be reviewed, along with policies, rights, and responsibilities.

Upon renewal, your license will be effective for two years. During the off year, you will be asked to complete an annual evaluation.





# Your Roles as a Foster Care License Holder

- **MAINTAINING A SAFE HOME ENVIRONMENT**

Prior to receiving your license, you will participate in a home safety inspection with your licenser. The checklist used will cover the following topics; emergency procedures, physical environment, home safety and health, sleep space for foster children, and the reduction of the risk of Sudden Unexpected Infant Death. Before we take a moment to review each section, know that this list will be reviewed with you again should you decide to re-new your license. Keep your original checklist handy so that you can review the requirements and make sure that you are in compliance with all. Failure to do so may result in a correction order.

## A. Emergency Procedures

The following items must be posted and/or readily accessible in a prominent location in a common area of the home where they can be easily observed by a person responding to an incident:

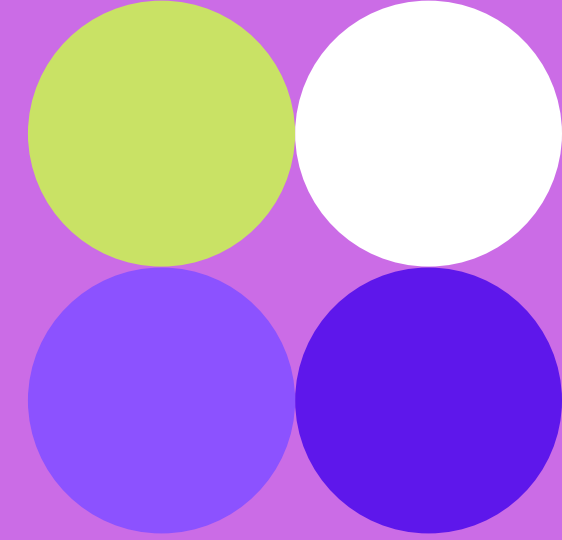
- A list of emergency phone numbers
- A written fire and emergency escape plan
- An operable flashlight and radio or television set that does not require electricity
- Accessible first-aid supplies
- An operable telephone

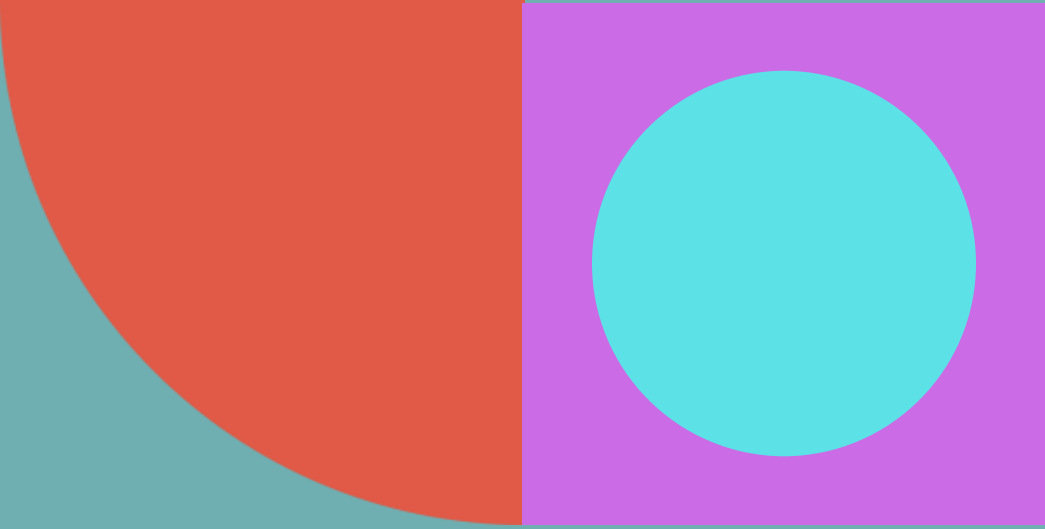
## B. Physical Environment

- Exit Doors and windows are not obstructed and are easily opened from the inside
- A fire extinguisher with a minimum rating of 2A:10BC is maintained in the home. (This needs to be tagged or replaced annually)
- Outside property is free from debris and safety hazards. Exterior stairs and walkways are free of ice and snow
- Home is clean and free from accumulations of dirt, grease, garbage, peeling paint, vermin and insects
- All smoke detectors work and are properly installed on all levels of the home. (These should be no more than 10 years from the date of manufacture in age)
- Fireplaces, wood burning stoves, and hot surfaces are protected by guards in order to prevent burns
- The wiring appears safe; no known hazards exist
- Extension cords are appropriately used and are not used in place of permanent wiring
- All interior doors can be unlocked from the outside and the opening device is readily accessible in case of emergency
- Furnaces are maintained in good working condition

# C. Home Safety and Health

- Knives, tools, matches, and other potentially hazardous materials are not accessible based on the ages of the children and identified safety concerns and behaviors specific to each child in care
- Chemicals, detergents, and other toxic substances are not stored with food products or accessible in any way that poses a risk to children
- Combustible items are properly stored at least 36 inches from any heating sources
- Individual clean bed linens, towels, and wash cloths are provided for each foster child
- Food is handled and properly stored to prevent contamination, spoilage, or a threat to the health of children
- Medication is not accessible to children (Schedule II controlled substances are stored in a locked area)
- There is a safe water supply in the home (Well water inspections will need to be done annually)
- The water temperature does not exceed 120 degrees F. in order to prevent scalding
- Weapons and ammunition are stored separately in locked areas that are not accessible or visible to children (Glass gun cases must be covered) Weapons include firearms, and other instruments or devices designed for and capable of producing bodily harm





## D. Sleeping Space for Foster Children & Reduction of Risk of Sudden Unexpected Infant Death (SUID)

The sleeping space for foster children has two exits (doors, windows, etc.) If the sleeping space for foster children is in an area of the home not normally used for sleeping, you will need to describe and have approval for alternate sleeping arrangements.

### Reducing the risk of SUID

- A safe crib or pack and play shall be available for each infant in care
- Infants younger than ONE year of age in care are placed to sleep on their back, in a crib, directly on a firm mattress
- Nothing is placed in the crib with the infant except for the infant's pacifier (this includes blankets and stuffed animals, etc.)
- The crib's firm mattress has a fitted sheet, of appropriate size, that fits tightly on the mattress and overlaps the underside of the mattress so it cannot be dislodged by pulling on the corner of the sheet with reasonable effort
- If an infant is not placed to sleep on their back, there is documentation from the infant's physician directing an alternative sleeping position for the infant
- MN Statutes, section 245A.1435 Reduction of Risk of Sudden Unexpected Infant Death in Licensed Programs has been reviewed by all caregivers. All caregivers agree to comply with the requirements of this section

# MN Statute 245A.1435 Reduction of risk of Sudden Unexpected Infant Death In Licensed Programs

(a) When a license holder is placing an infant to sleep, the license holder must place the infant on the infant's back, unless the license holder has documentation from the infant's physician directing an alternative sleeping position for the infant. The physician directive must be on a form approved by the commissioner and must remain on file at the licensed location. An infant who independently rolls onto its stomach after being placed to sleep on its back may be allowed to remain sleeping on its stomach if the infant is at least six months of age or the license holder has a signed statement from the parent indicating that the infant regularly rolls over at home.

(b) The license holder must place the infant in a crib directly on a firm mattress with a fitted sheet that is appropriate to the mattress size, that fits tightly on the mattress, and overlaps the underside of the mattress so it cannot be dislodged by pulling on the corner of the sheet with reasonable effort. The license holder must not place anything in the crib with the infant except for the infant's pacifier, as defined in Code of Federal Regulations, title 16, part 1511. The requirements of this section apply to license holders serving infants younger than one year of age.



# MN Statute 245A.1435 Reduction of risk of Sudden Unexpected Infant Death In Licensed Programs continued...

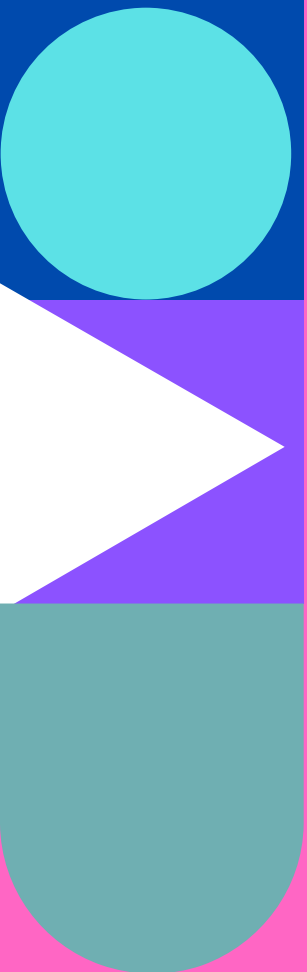
(c) If an infant falls asleep before being placed in a crib, the license holder must move the infant to a crib as soon as practicable, and must keep the infant within sight of the license holder until the infant is placed in a crib. When an infant falls asleep while being held, the license holder must consider the supervision needs of other children in care when determining how long to hold the infant before placing the infant in a crib to sleep. The sleeping infant must not be in a position where the airway may be blocked or with anything covering the infant's face.

(d) Placing a swaddled infant down to sleep in a licensed setting is not recommended for an infant of any age and is prohibited for any infant who has begun to roll over independently. However, with the written consent of a parent or guardian according to this paragraph, a license holder may place the infant who has not yet begun to roll over on its own down to sleep in a one-piece sleeper equipped with an attached system that fastens securely only across the upper torso, with no constriction of the hips or legs, to create a swaddle. Prior to use of any swaddling for sleep by a provider licensed under this chapter, the license holder must obtain informed written consent for the use of swaddling from the parent or guardian of the infant on a form provided by the commissioner and prepared in partnership with the MN Sudden Infant Death Center.



FMCHS 2020



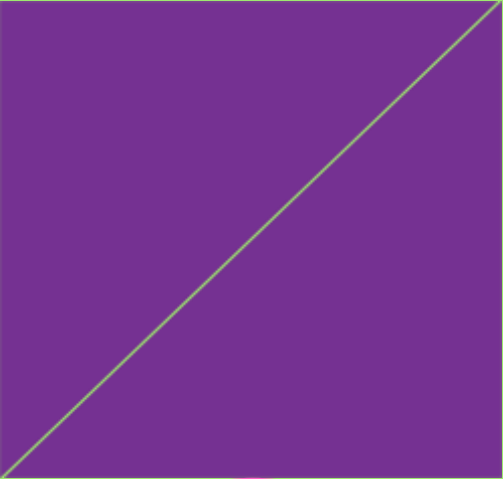


# Foster Parents Agree to:

- **ALLOW ACCESS TO YOUR HOME FOR THE PURPOSES OF LICENSING, PLACEMENT AND SUPERVISION**
- **ONLY ACCEPT FOSTER CARE PLACEMENTS THAT ABIDE BY YOUR STATEMENT OF INTENDED USE, WHICH YOU WILL COMPLETE IN YOUR LICENSING PAPERWORK. DO NOT GO OVER CAPACITY WITHOUT SPEAKING DIRECTLY TO YOUR LICENSOR**
- **CONSIDER FOSTER CARE A TEMPORARY LIVING SITUATION AND SUPPORT REUNIFICATION WITH BIOLOGICAL FAMILY**
- **COOPERATE WITH CASE MANAGERS AND OTHER PROFESSIONALS TO FOLLOW AN OUT-OF-HOME PLACEMENT PLAN AND PRESERVE FAMILY RELATIONSHIPS AS DIRECTED BY PLAN**

# Foster Parents Agree to: (continued)

- **PROVIDE FOOD, CLOTHING, SHELTER, SUPERVISION, SCHOOL SUPPLIES, AND PERSONAL CARE ITEMS. SOME OF THESE ITEMS CAN BE REIMBURSED...TALK TO THE CASE MANAGER BEFORE PURCHASING**
- **PROVIDE A SMOKE FREE ENVIRONMENT FOR FOSTER CHILDREN**
- **IMMEDIATELY REPORT A MISSING FOSTER CHILD TO THE LICENSING AGENCY AND LAW ENFORCEMENT**
- **RECEIVE APPROVAL FROM CASE MANAGER PRIOR TO LEAVING THE STATE WITH A FOSTER CHILD**
- **PROVIDE TIMELY ACCESS TO MEDICAL AND DENTAL CARE, INCLUDING ANY MENTAL HEALTH NEEDS AS WELL**



# Foster Parents Agree to: (continued)

- 
- 
- **REPORT TO CASE MANAGER IF A CHILD WILL BE AWAY FROM THE FOSTER HOME FOR LONGER THAN 3 NIGHTS**
  - **REPORT TO LICENSOR ANY CHANGES IN HOUSEHOLD MEMBERS OR PLANS TO MOVE PRIOR TO MAKING THAT MOVE**
  - **REPORT TO LICENSOR ANY SERIOUS FAMILY ILLNESS**
  - **REPORT TO CASE MANAGER ANY SERIOUS ILLNESS OR ACCIDENTS INVOLVING A FOSTER CHILD**
  - **RESPECT THE RELIGIOUS, RACIAL, CULTURAL HERITAGE, AND SEXUAL ORIENTATION OR GENDER IDENTITY OF A FOSTER CHILD AND THEIR FAMILY**
  - **ALLOW CASE MANAGER AND FOSTER CHILD OPPORTUNITIES TO MEET ALONE**

# Foster Parents Agree to: (continued)

- **MAKE EFFORTS TO UNDERSTAND AND BE PATIENT WITH CHALLENGING BEHAVIORS THAT RESULT FROM TRAUMA, SEPARATION AND GRIEF**
- **FOLLOW PRUDENT PARENT STANDARDS THAT SUPPORT FOSTER CHILDREN PARTICIPATING IN EXTRACURRICULAR, SOCIAL AND CULTURAL ACTIVITIES TYPICAL TO THEIR AGE AND DEVELOPMENT**
- **ENSURE A FOSTER CHILD HAS ACCESS TO THEIR PROPERTY AND FUNDS AVAILABLE TO THEM**
- **SUPPORT PLACEMENT STABILITY AND CONSULT WITH CASE MANAGER TO RESOLVE ANY ISSUES.**
- **IF YOU CANNOT CONTINUE WITH A PLACEMENT, PLEASE ALLOW THE AGENCY AT LEAST 45 DAYS TO PLAN FOR DISCHARGE**

# A real foster care mother describes her experience with the first 24 hours of a new placement

Please use the link below to watch the video in which a real foster care mother shares her experience related to a placement.

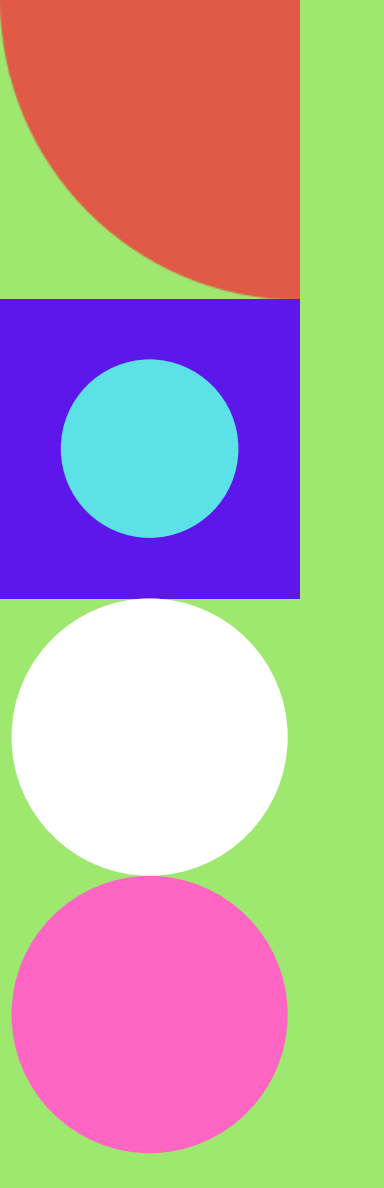
<https://youtu.be/SxkR73BfIYQ>

Please view using a computer, phone, or tablet.

Please let your licensor know if you are not able to access the video so alternative arrangements can be made. This is important content that is a vital part of this orientation.

*Reality check!*

**\*\*Always speak to the placing case worker if you have ANY questions or concerns!!**



# Licensing Agency Agrees to:

- Assist applicants with licensing process to:
  - Provide info about standards and requirements
  - Consider and process variance requests
  - Help foster parents complete background study process
  - Make home visits to complete home study assessment
- Provide orientation and ongoing training opportunities that help foster parents meet the needs of foster children
- Provide MN's Reasonable and Prudent Parent Standard guidance and training
- Provide info about MN's liability insurance coverage for all foster care providers
- Help foster care providers make informed decisions about taking specific children prior to placement

# Licensing Agency Agrees to: (continued)

- **Assure that foster care providers know that a decision not to take a specific child will not jeopardize future placement considerations**
- **Investigate alleged licensing violation reports to determine if requirements are being met**
- **Provide foster providers with written and verbal opportunities to evaluate and respond to licensing agency practices**
- **Provide annual evaluations to allow foster parents to respond to their roles and responsibilities, need for support, and provide feedback about particular placements**



# Child Foster Care- Responsible Agency Requirements

- **Concurrent Planning- Work to safely reunite children with their families, while at the same time seeking other families (relatives first) that can permanently care for a child if they cannot return home due to safety concerns**
  - **Make reasonable efforts to place siblings together, and if this cannot happen, allow for regular visits and contact to occur**
  - **Provide foster care providers with information about the child as it becomes available. To include reason for placement, permanency plan, medical history, immunization record, medical and dental needs, and educational needs including school enrollment**
  - **Work with foster parents to develop and implement out-of-home placement plan, assessing services needed and to ensure a child's well-being along with placement stability. Foster parents should be provided with a copy of the plan**
- 

## Child Foster Care- Responsible Agency Requirements (continued)

- **Ensure foster parents have notice of all court hearings and remind them of their right to attend these hearings and their right to be heard**
- **Visit foster children monthly to support placement stability, address needs or concerns about behavior and development, ensure health and safety needs are being met, and ensure that the child is attending school. Use this time to review case plan, evaluate foster care provider roles and provide needed support, and report any concerns about the child's care to child protection and licensing agency**
- **Preserve a child's bonds with parents and siblings and establish a visitation plan that all can follow accordingly. Help foster parents understand that visitation may affect a child's behavior and provide support to foster parents to manage these occurrences**
- **Inform foster parents about Northstar Care for Children and assess children entering care for a basic and supplemental payment using the Minnesota Assessment of Parenting for Children and Youth (MAPCY)**

## Child Foster Care- Responsible Agency Requirements (continued)

- **Inform foster parents about involving the child's parents in planning for their education and health care needs. The parents make these decisions unless their parental rights have been terminated, or the court has restricted their involvement**
- **Provide foster parents information about free and reduced school lunches for foster children, free enrollment in the Head Start program, and other such resources**
- **Ensure that a child's educational and health care needs are met and assessed, issues are identified and addressed, and physical, mental, chemical, dental, and developmental needs are met**
- **If a foster parent asks the agency to remove a child, the agency will work to determine if additional supports or services can safely maintain placement. A foster child experiences an unplanned move only when an agency is concerned about their health or safety, and when all resources to support stability have been exhausted. Unless agency staff determines that there is an issue that affects a child's health or safety, it will work to remove the child from the foster home within 45 days of a request**

# Discrimination, Racial Bias & Civil Rights

Below is information from the MN DHS website related to civil rights, and the requirements for federally funded agencies and providers regarding these rights.

## Your right to fair treatment

The Department of Human Services (DHS), county human service agencies and other service providers are committed to providing equal access to programs and services for eligible Minnesotans. It is also important for applicants and clients to know and understand their civil rights. They have the right to fair and equal treatment from service providers and the right to file a complaint with federal, state or local human service agencies if they feel they have been treated in a discriminatory way in receiving services.

## Our role in preventing discrimination

DHS works with county agencies and other service providers to help eligible individuals and families meet basic human needs. To make services possible, DHS receives funding from federal agencies. As a recipient of federal funding, DHS must treat all applicants and clients fairly and equally. To prevent discrimination, DHS has a civil rights plan. The plan includes an equal opportunity policy and a procedure for filing complaints. The plan also identifies a contact person who you can call to speak about civil rights matters.

## The role of county human services agencies and other providers

County human service agencies and other providers also receive federal funds to operate public programs. Like DHS, they must follow civil rights requirements. They must treat applicants and clients equally and have an equal opportunity policy and complaint procedure available for the public.

# A Quick Review of Discrimination

Please use the link below to watch a brief video related to discrimination

<https://youtu.be/jDVYUuN1u-A>

Please view using a computer, phone, or tablet.

Please let your licensor know if you are not able to access the video so alternative arrangements can be made. This is important content that is a vital part of this orientation.

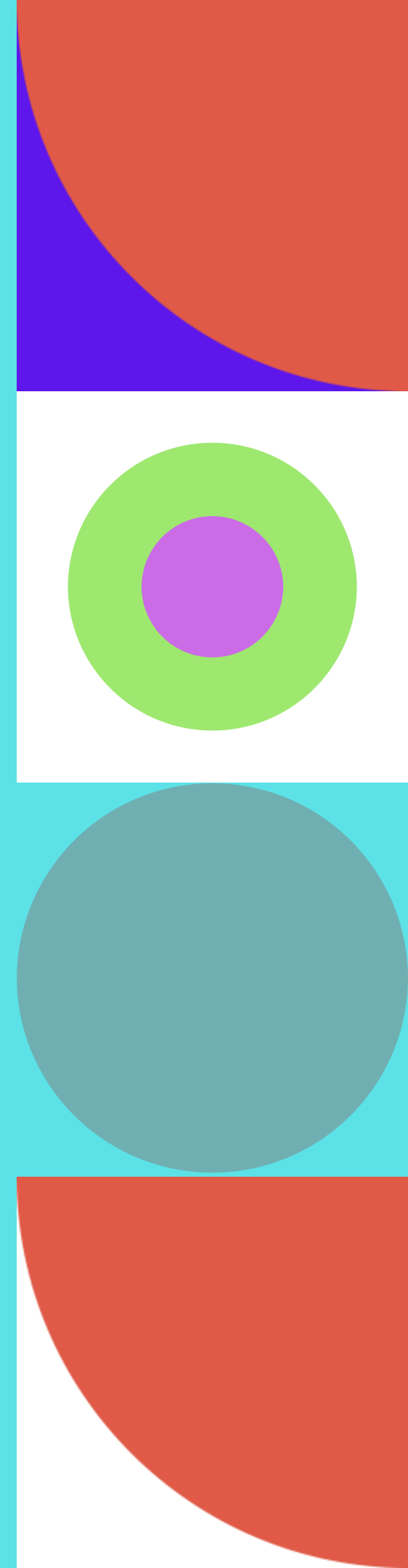
# *Check your Knowledge!!*



Use the next few pages to review what we have  
discussed so far!

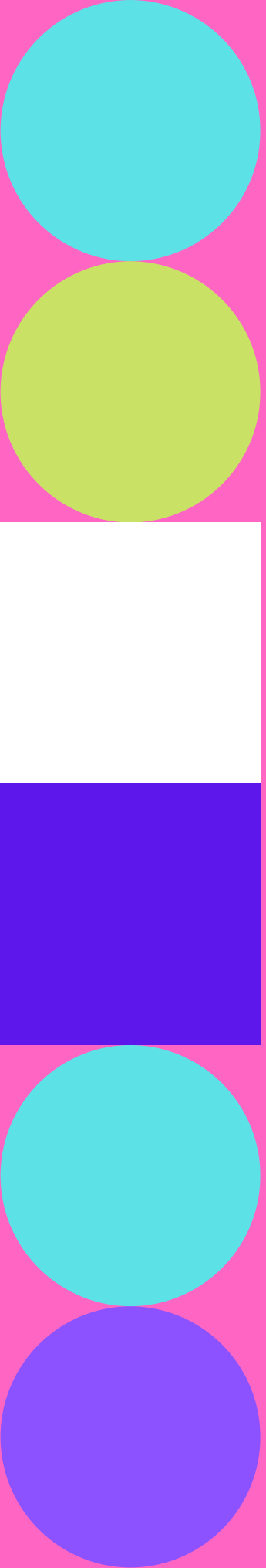
**Q. Who is Required to  
complete a photo and  
fingerprint background  
study?**

**A. All applicants and household members  
18 and older**



**Q. How many training hours must you complete each year to maintain your license?**

**A. 12 hours**

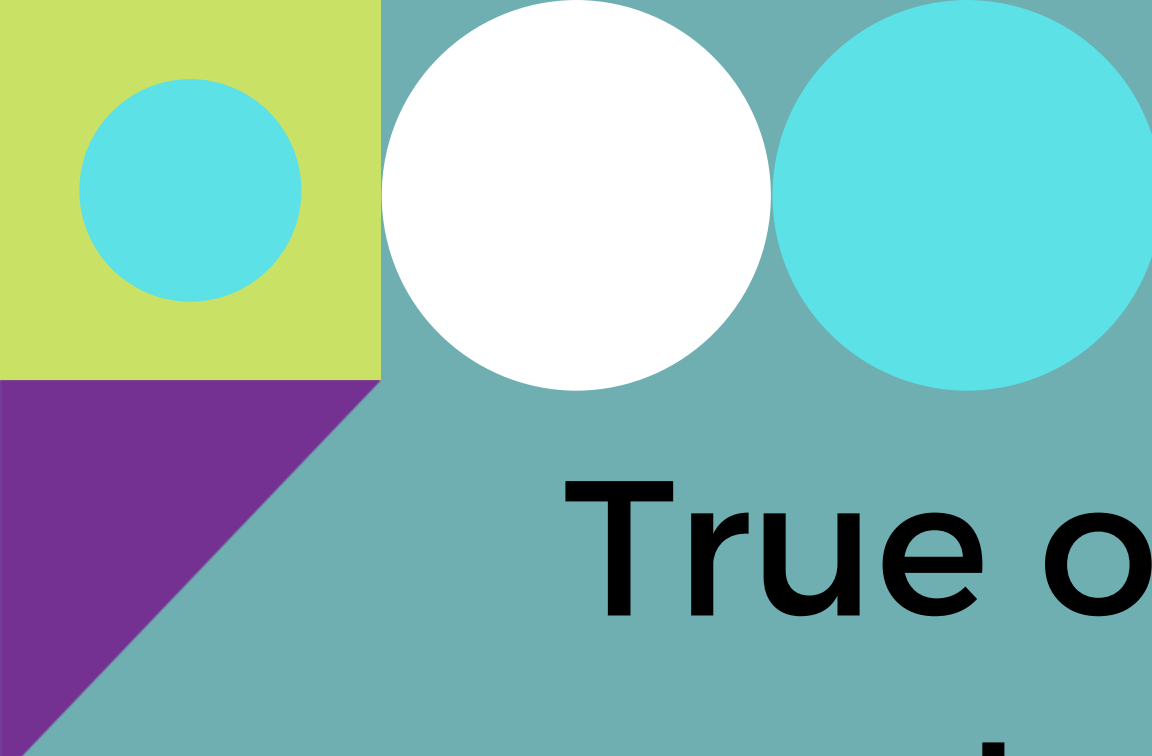


**True or False- Not being in compliance with the home safety checklist at the time of relicensing can result in a correction order.**

TRUE- A correction order will allow you time to get your home up to standards prior to further licensing actions, such as fines.

**True or False- You should always keep a copy of your emergency phone numbers list and your floor plan/emergency escape plan on file.**

FALSE- These items need to be displayed in a prominent location in your home so that your family and emergency personnel have easy access to them.

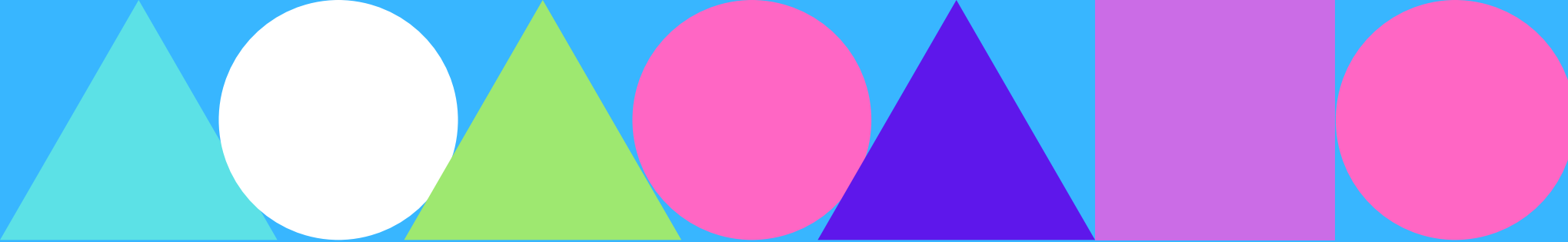


**True or False- It is okay to store  
your holiday decorations in totes  
beside your furnace.**

**FALSE- All combustible items must be stored at  
least 3 feet away from any heat sources in your  
home.**

# True or False- Tylenol is a controlled substance that must be stored in a locked area.

FALSE- Controlled substances are medications that can cause physical and mental dependence. Possession and use of these medications are regulated by law. Some examples of controlled substances include opioid pain medications like Vicodin, or ADHD medications such as Adderall. Medications such as these should ALWAYS be kept in a locked box, or locked room not accessible to children.

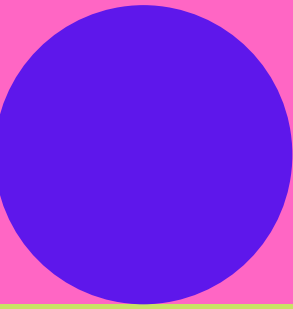


**True or False- Well water inspections must occur annually even if you have an RO system or buy bottled drinking water.**

TRUE- Professional well water tests done by a qualified lab measuring coliform bacteria and nitrates must be done annually as the water is still being used for cooking and/or bathing

**True or False- It is okay to place a 6 month old child in a crib with a blanket and a pacifier.**

FALSE- A child under ONE year of age must be placed in a crib with nothing other than their pacifier, if they use one, and always laid to sleep on their back.



# True or False- A child foster care license is transferable to another home should you decide to move.

FALSE- You need to contact your licenser prior to moving to a new home to complete a change of premise. This will include a home safety inspection of the new home. It will also determine if you still have appropriate space for foster children, as stated in your statement of intended use, and the capacity of your current license.



**True or False- Your adult cousin can move into your licensed home for a few months without you having to do anything licensing related.**

FALSE- Any adult household member would need to complete a full background study and receive clearance PRIOR to moving into your home.



# **True or False- A foster child can participate on the basketball team at school.**

TRUE- According to Minnesota's Reasonable Prudent Parent Standard guidance, foster parents can allow foster youth to participate in extracurricular, social and cultural activities that are developmentally and age appropriate without agency approval.

# You're Doing Great!

Now just a few more  
things...





# You are a Mandated Reporter

As a license holder in the state of Minnesota providing care to children, you are required to report any suspected neglect, or physical/sexual abuse of a child. If you have suspicion, direct knowledge, or even just second hand information, you must report. In Faribault and Martin counties, you will call either 507-526-3265 or 507-238-4757 and ask to make a child protection report.

You will be asked to provide names and birth dates of both victims and offenders; addresses and phone numbers of those involved; names of other people who have knowledge of the events; and give as much detail about the situation as you are familiar with.

Failure to report could result in misdemeanor charges.  
(MN Statute 626.556 Subd. 6)



# Foster Care license holders are governed by MN Statutes and Rules as defined by the following:

- **MN Statutes CHAPTER 245A. HUMAN SERVICES LICENSING**

**<https://www.revisor.mn.gov/rules/2960/>**

**MN Rule CHAPTER 2960, LICENSURE & CERTIFICATION OF PROGRAMS FOR CHILDREN**

**<https://www.revisor.mn.gov/rules/2960/>**



**ACCESS THESE ANY  
TIME ONLINE VIA THE  
LINKS PROVIDED**

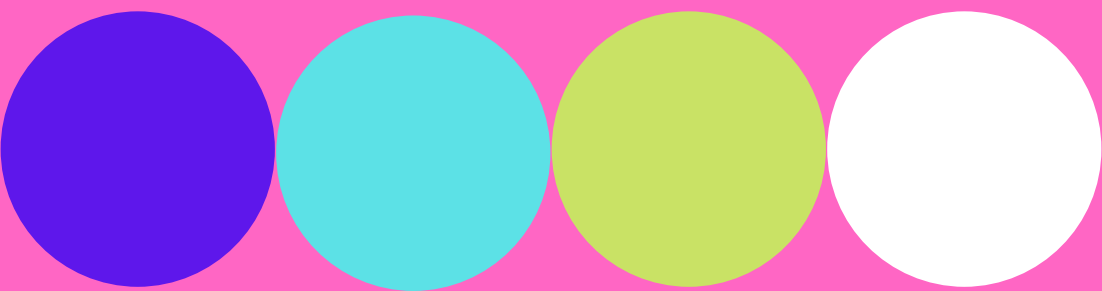
# Foster Provider Liability Insurance

Child family foster care providers in the state of Minnesota, licensed by the MN Department of Human Services are covered with liability insurance through the Minnesota Joint Underwriting Association (MJUA).

Your licensor will provide you with information about what is covered, what is not covered, and what to do if you have a claim or an incident.

If something should happen in the course of providing foster care that may result in a claim or law suit against you, it is your duty to notify MJUA as soon as possible.

Further questions about claims and/or coverage can be directed to MJUA 952-641-0260



**FINALLY-** review this information below and use the website given to create a free account. Select one of the topics from the Caregiver Resources and watch a video about it. Write a short paragraph on the orientation acknowledgement form detailing what you learned and submit to your licensor. This will be a fabulous resource for you in the future for training and general knowledge.

### **Free Caregiver Resources**

The Minnesota Association for Children's Mental Health launched a free library of caregiver resources. The library is designed to help parents, caregivers, and family members support their children's mental health as well as their own.

Resources include fact sheets and videos, covering common mental health topics, such as attachment, childhood development, and trauma. New content is added regularly.

To access the library, users need to create a free account:

<https://macmh.org/family-support/caregiver-resources-login/>



Thank you for taking the time to complete this orientation. Thank you also for your dedication to keeping foster children safe and well-provided for.

Please make sure that you have signed and completed the orientation acknowledgement form provided to you and return it to your licensor.

Contact your licensor at 507-526-3265 with further questions or concerns.