

	GEORGIA DIVISION OF FAMILY AND CHILDREN SERVICES CHILD WELFARE POLICY MANUAL			
	Chapter:	(10) Foster Care	Effective Date:	August 2014
	Policy Title:	Placement/Re-Placement Safety Screenings		
	Policy Number:	10.7	Previous Policy #:	N/A

CODES/REFERENCES

N/A

REQUIREMENTS

The Division of Family and Children Services (DFCS) shall conduct a Child Protective Services (CPS) history screening on all caregivers and their adult household members (18 years of age and older) prior to each placement or replacement (including respite) of a child into a foster home (DFCS or Child Placing Agency).

NOTE: The CPS screening is not required when a child is returning from respite to the same foster home.

DFCS shall not place a child with an approved foster parent if screening reveals any of the following:

1. There is a current open CPS investigation;
2. An adult household member has a substantiated CPS history where they were named as the maltreater;
3. A caregiver has two or more safety related or discipline policy violations;
4. A caregiver has a history of unsubstantiated CPS investigations that reveal concerns regarding child safety or parental protective capacity;
5. A caregiver's home was administratively closed due to the caregiver's unwillingness to recognize the need for change or failure to cooperate with the agency.

PROCEDURES

For children placed in DFCS or CPA foster homes (See [Caregiver Safety Screening at Initial and Re-evaluation](#)), prior to initial placement or subsequent placement change for a child in foster care, including respite, the DFCS staff will:

1. Obtain the following information from Resource Development or CPA staff:
 - a. Foster Parent(s) Name and Address;
 - b. Names of other household members 18 years and older;
 - c. Resource ID and Person ID.
2. Review the [Searching in SHINES](#) document for SHINES procedures on conducting CPS screenings;
3. Conduct, review and assess the following to ensure the caregiver is eligible for placements:
 - a. SHINES Child Protective Services history;
 - b. SHINES Foster/Adoptive Policy Violations;

- c. PSDS; IDS Online Master Index-persons born prior to June 2008; IDS Placement Central; County Master File only on new household members 18 years and older. For existing household members, review SHINES Records Check Summary to ensure prior check is documented;
 - d. Out-of-State Abuse and Neglect Registry only when there are new household members 18 years and older who have resided in another state since previous safety screening.
- 4. If CPS substantiation is noted, or if the home has had two (2) or more policy violations:
 - a. Check the record for any waivers from the State Office allowing the home to remain open and for what purpose;
 - b. If no waiver is located, alert the supervisor to ensure that appropriate action is taken to close the home.
- 5. Document the CPS screening results in the Contacts/Summaries Tab in the Foster Care Child (FCC) stage. Select "Pre-placement" as the Purpose of the contact. Document the following:
 - a. The foster parent(s) names, names and ages of other household members, (make sure to identify relationships in your documentation);
 - b. Databases screened, date screening conducted, and results for all foster parents and household members 18 years and older;
 - c. Recommendation for whether child can be placed in the home based on the results of the screening.

PRACTICE GUIDANCE

The Division of Family and Children Services is charged with ensuring the safety and well-being of children that have been identified as victims of child abuse or neglect. As part of this effort, DFCS conducts screenings on potential caregivers prior to placement and at other critical intervals in the case. The results of these screenings assist in determining the caregivers' protective capacities and are used to determine the caregiver's eligibility to serve as a resource for a child in foster care.

FORMS AND TOOLS

[Searching in SHINES](#) for Procedures on Completing CPS Screenings in SHINES