

REFERENCE GUIDE

FOR FOSTER/ADOPTIVE/RELATIVE PARENTS

This reference was created to briefly answer questions regarding the general responsibilities of the foster/adoptive/relative parent at initial placement of a child. It also provides references you can use to seek more information as needed.



Question	Foster/adoptive/relative Parent Responsibility	Information & Resources
Who can I call when I have general foster/adoptive/relative care questions, need support or have other questions?	Foster/adoptive/relative parents are given much information during licensing and at initial placement, but it's impossible to know everything, as every child and situation is different. It is the responsibility of the foster/adoptive/relative parent to ask questions and seek out information if their questions have not been answered. Contact your licensing specialist or ongoing case manager.	Foster Parent Information Line (414) 380-3780 SaintA (414) 604-5800 Mobile Urgent Treatment Team (MUTT) (414) 257-7621 Milwaukee Community Information Line 211
What do I do or who do I call if an emergency circumstance arises? What do I do if my child runs away or does not return from school, etc.?	Foster/adoptive/relative parents are expected to ensure the safety and well-being of youth in their care. They should always know the whereabouts and activities of children in placement. In an emergency, immediately establish the safety and security of the individuals around you; notify your ongoing case manager as soon as the situation has stabilized.	Ongoing case manager (414) 604-5800 220-SAFE (after hours) Emergency services 911 MUTT (414) 257-7621 Ongoing case management after hours on-call phone (414) 916-6168
What information needs to be documented and communicated to others?	Foster/adoptive/relative parents must document information on the child's functioning in the home, school/day care and community and keep the ongoing case manager updated. Health care appointments, respite care dates, bio-family contact, etc. all should be reported. A foster/adoptive/relative parent is required to immediately report any knowledge of child abuse or neglect.	Ongoing case manager (414) 604-5800 Foster Parent Information Line (414) 380-3780
How do I enroll my newly placed child in school, and what if I have questions about the child's educational services?	Foster/adoptive/relative parents, at the direction of the ongoing case worker, are expected to ensure a child's attendance in educational programming and serve as the primary contact for school personnel. Careful consideration should be given to a child's school placement, whenever possible maintaining the child's same school environment.	Milwaukee Public Schools (414) 475-8393 Milwaukee.k12.wi.us WI Facets 877-374-0511
How do I arrange day care, Head Start or other forms of child care?	Foster/adoptive/relative parents enroll children in their care in child care. Reference http://dcf.wisconsin.gov/youngstar/ for requirements and additional information.	For Head Start: www.growhope.net/headstart For day care: www.access.wisconsin.gov 888-947-6583 DHSMiESCcustomerService@wisconsin.gov
Do I qualify for WIC (Women, Infants and Children Nutrition program) if I have placement of a child?	Children in foster qualify for WIC benefits. At placement, foster parents may apply for their children.	WIC Office 800-722-2295 dhs.wisconsin.gov/wic

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<p>What about medical and dental care for youth? Does each child in placement have health care insurance?</p>	<p>All new placements must have a medical and dental exam within 30 days of placement. Children who have been in foster care more than 30 days are to attend medical and dental appointments as recommended by medical personnel, at least annually thereafter. Any child in the state in an out-of-home placement is eligible for state-funded healthcare (T-19/Forward Card).</p>	<p>Ongoing case manager (414) 604-5800 Downtown Health Center (414) 277-8900 dhs.wisconsin.gov/Medicaid/recpubs/healthcheck/healthcheck.htm DCF 56 DCF Care4Kids: dcf.wisconsin.gov/children/foster/care4kids/default.htm Health Services Family Care Medical: www.dhs.wisconsin.gov/bdds/fcmh/index.htm Children's Community Health Plan: www.childrenschp.com/display/PPF/DocID/33909/router.asp</p>
<p>What is my role on the child's team? What is my role with the birth family?</p>	<p>You are to provide a safe, nurturing environment and the child's day-to-day needs. In cooperation with the child's birth family and other providers (therapists, schools, doctors, etc.), you are to participate in and transport the child to needed appointments and functions. You may be invited to Family Team Meetings or court hearings; your active participation is encouraged.</p>	<p>DCF 56 Foster Parent Handbook Ongoing case manager (414) 604-5800 Foster Parent Information line (414) 380-3780</p>
<p>Should I have consent and guardianship documentation for each child in placement?</p>	<p>The majority of children in out-of-home care remain the legal wards of their biological parents. Foster parents MAY NOT sign as the child's guardian, but MAY for school field trips.</p>	<p>DCF 56 Foster Parent Handbook Ongoing case manager (414) 604-5800 Foster Parent Information line (414) 380-3780</p>
<p>Where can I get information about what a child might be experiencing?</p>	<p>Every child and every situation is different. Children often communicate with us through their behavior; pay attention and listen to them. You will become the expert on the child. Ask questions and pass along observations and information.</p>	<p>Website: SaintA.org Website growhope.net Foster Parent Handbook</p>
<p>Who do I call when I have a concern with my assigned ongoing case manager?</p>	<p>Our goal is safety, well-being and permanence for each child. Even when we're all working on this goal, we may not agree on how to achieve it. If you disagree with something you're asked to do or a decision made by a team member, you should communicate your concerns. We value input and are aware of people's unique perspectives. Effective teams promote children's well-being and permanence by working through conflict and compromising.</p>	<p>If you've talked with the treatment team and still want outside involvement, contact the supervisor of the licensing worker or ongoing case manager. If this doesn't work, contact our director of Out-of-Home Programs at (414) 604-5749. The BMCW Client Rights Specialist, (414) 220-7064, also can help.</p>