



Agreement - Baptcare and approved Foster Carer(s)

Roles and expectations of Baptcare

1. To provide appropriate information to foster carers, taking into account the type of care being provided.
2. To provide formal, initial and ongoing training opportunities for foster carers, sufficient to cover the range of skills and information required of them.
3. To visit foster carers regularly (monthly as a minimum or by negotiation with family and supervisor) and to provide supervision (support and consultation).
4. To ensure financial reimbursement of foster care costs through foster care reimbursements, special grants, and by accepting accounts for payment where this is negotiated between the program and the foster carer.
5. To recognise that foster carers have the right and responsibility to refuse a placement they do not feel is appropriate.
6. To negotiate with foster carers over issues that relate to a placement (for example, contact with specialised services, access).
7. To develop an open and trusting relationship with foster carers to ensure effective communication. To encourage a partnership with Baptcare that reflects mutual respect, acknowledgment of each other's skills and experience, and a willingness to challenge.
8. To ensure that a duty worker from Baptcare is contactable at all times, including by after hours pager. Baptcare does not expect staff members to provide their home telephone numbers to foster carers.
9. To arrange, where possible, respite or relief care where required by foster carers, and negotiate child care arrangements.
10. To ensure foster carers are informed as promptly as possible with all information necessary for the optimum care of foster children or young people.
11. To provide where necessary professional consultations, equipment and other physical resources essential for children or young people.
12. To retain the authority for placement decisions for both statutory and voluntary cases.
13. To retain the authority to review a foster carer's performance and if necessary to terminate participation where:
 - (i) the program can no longer have confidence in the foster carer's ability to provide the required standard of care, and/or where

- (ii) an irretrievable breakdown of the cooperative working arrangement between the program and the foster carer has occurred. The protocol for responding to grievances describes procedures for this.
14. To make provision for the hearing of appeals against decisions and for resolution of complaints and grievances made to the program, and to advise foster carers of their options and the procedures to be followed.
 15. In most cases, to retain authority for management of the case plan. Where the program is not managing the case plan, regular review of the goals and purpose of placement is undertaken.
 16. To retain ownership of foster carer files when foster carers exit the program.

I have read, understood and accept the above responsibilities and will ensure that Baptcare meets these responsibilities:

Signed: _____ Date: _____

Marita Scott, *General Manager Family and Community Services*

Roles and expectations of foster carers

1. To provide day-to-day care, management and discipline necessary to meet the needs of children or young people in their care as required by Baptcare.
2. To keep the Baptcare case manager informed of the child or young person's progress in the placement, major changes, problems, management issues, serious incidents and so on, and to consult with the program whenever issues arise.
3. To encourage a positive and realistic relationship between children or young people and their family.
4. To support contact between children or young people and their family and to understand the long term significance of this to the child or young person's sense of identity and emotional development. This support is to include practical things, such as Mother's Day cards, transport and birthdays.
5. To be aware of the significance of photographs and other memorabilia for the child or young person and his or her family, and to work on the life story book.
6. To be constantly alert and sensitive to the feelings of families using home-based care.
7. To be welcoming and non-intrusive, and provide support and modelling rather than counselling.
8. To be aware of one's own value judgments and the possible negative implications for the child or young person and his or her family.
9. To be aware of the importance of confidentiality.
10. To maintain regular contact with the Baptcare Case Manager and to participate in regular 'supervision' (support and consultation).

11. To contact the Baptcare Case Manager to seek permission from the Department of Human Services (thus satisfying departmental requirements) where it is planned that the child or young person will travel interstate.
12. To inform the program where professional services are planned to be used for children or young people in care.
13. To contact Baptcare's after-hours worker if anaesthetic consent is required for a child or young person, in order to follow Department of Human Services' process. If the child or young person is in a voluntary placement, the parents' consent is required. The program manager may give consent in an emergency.
14. To observe the requirements of the departmental instructions regarding children and young people's entitlement to contact or access. Foster carers should not limit or deny the child or young person contact with his family or friends where the contact is reasonable and beneficial. Reasonable contact or access arrangements are usually set out in the child or young person's case plan.
15. To work cooperatively with the program as part of the child's Care Team, to implement the case plan objectives.
16. To keep informed of and to work within program policies, especially relating to care management, discipline, safety and confidentiality, and the procedures for responding to Quality of Care concerns and complaints.
17. To assist with transport of the child in a vehicle that is comprehensively insured.

I/we have read, understood and accept the above responsibilities in my/our role as foster carer/s:

Signed: _____ Date: _____

Print Name: _____

Signed: _____ Date: _____

Print Name: _____

