

13 Carer Review

This section should include the following documents:

13.1 Cover sheet for review *(completed by agency staff member)*

13.2 Annual carer review *(one completed by authorised carer, another completed by agency staff member)*

13.3 Action plan *(completed by agency staff member)*

Important information regarding annual carer reviews

Purpose of review

To review the performance of a carer after four months, and then every twelve months in order to:

- * identify areas where the carer is performing at or exceeding expectations
- * identify areas in which performance could be strengthened
- * identify issues where improvement is required in order for the carer's authorisation to continue
- * develop an Action Plan to assist the carer strengthen their performance

Purpose of review

"Expectations" refers to the performance assessed by the agency as acceptable considering

- * the level of experience of the carer
- * the particular context of the placement, including the complexity of the needs of the child and their situation.

"Action Plan"

A document, developed with input from carer and agency staff, that identifies

- * Areas for strengthening and the means by which those areas will be strengthened
- * Areas for the need for improvement is required for the carer's authorisation to continue

Review Process

- a. Carer and agency staff separately complete Carer Review Form
- b. Carer and agency staff meet together to
 - Discuss their assessment of indicators in the Carer Review Form
 - Review the previous Action Plan and its relevance to Review findings
 - Prepare current Action Plan.
- c. Current Action Plan is finalised and signed by carer and agency.
- d. One copy of Action Plan is placed in Section 13 of Assessment Record, and another copy kept by carer.

13.1 Carer review cover sheet

13.1.1 Name of authorised carer(s)

13.1.2 Address of authorised carers

13.1.3 Date of authorisation to be a carer

13.1.4 Name of child/ren currently placed with carer

13.1.5 Date of commencement of current placement

13.1.6 Date of last review (if applicable)

13.1.7 Name of agency staff member conducting review

13.1.8 Date review finalised with completed action plan

13.1.9 Date next review is due

13.2 Carer Review Form

13.2.1 Have there been any significant changes since last carer review in the following areas?

a. Carer health (physical or psychological)

(mark one) Yes No

If yes, provide details

b. New member of household over the age of 14

(This does not apply to an existing child in the household who has turned 14 since last review)

(mark one) Yes No

If yes, provide details

c. Housing (e.g. carer moving address, undertaking significant renovations)

(mark one) Yes No

If yes, provide details

13.2.2 Elements of carer competency

(please complete the boxes below)

Competency A: Attitudes and Connections

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| Element A1 Motivation Indicators: <ul style="list-style-type: none"> ▪ Motivation to be a carer is consistent with meeting the child's needs ▪ Meeting the applicant's own needs is not the carer's dominant motivation | | |

Is carer reaching or exceeding agency expectations for element A1?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| Element A2 Network of support Indicators: <ul style="list-style-type: none"> ▪ Carer can identify a network of people who can provide practical and emotional support when they have a child in their care ▪ Carer can describe a time when they appropriately sought and received emotional support ▪ Carer can describe a time when they appropriately sought and received practical assistance | | |

Is carer reaching or exceeding agency expectations for element A2?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| Element A3 Cultural awareness Indicators: <ul style="list-style-type: none"> ▪ Carer is aware that their culture influences their beliefs and behaviours ▪ Carer appreciates and respects difference | | |

Is carer reaching or exceeding agency expectations for element A3?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element A4</p> <p>Impact on carer's children (<i>if applicable</i>)</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer can recognise impact of their care for another child on their own children ▪ Carer can identify appropriate strategies to address impact on their own children | | |

Is carer reaching or exceeding agency expectations for element A4?

(tick one) Yes No

Competency B: Personal resilience

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| <p>Element B1</p> <p>Attachment</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer understands the impact of a child's early experience of care on that child's long-term development ▪ Carer demonstrates the capacity for empathy and seeing others needs | | |

Is carer reaching or exceeding agency expectations for element B1?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element B2</p> <p>Trauma, grief and loss</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer can identify the impact of trauma, grief or loss in their own life ▪ Carer's life is not dominated by unresolved trauma, grief and loss ▪ Carer has capacity to reflect, learn and grow from adversity ▪ Carer recognises that trauma, grief and loss are experienced by children in care | | |

Is carer reaching or exceeding agency expectations for element B2?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| <p>Element B3</p> <p>Dealing with stress</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer can identify their personal response to stress ▪ Carer is not currently experiencing stress that dominates their life ▪ Carer has used appropriate strategies to deal with stress that may arise from being a carer ▪ Carer uses humour appropriately to diffuse situations | | |

Is carer reaching or exceeding agency expectations for element B3?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element B4</p> <p>Relationship with partner (<i>if applicable</i>)</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer describes their partnership in positive terms ▪ Carer is provided with emotional support by their partner when they are dealing with challenging situations ▪ Carer identifies constructive process of decision making within partnership ▪ Carer identifies appropriate patterns of dealing with conflict with their partner | | |

Is carer reaching or exceeding agency expectations for element B4?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element B5</p> <p>Fertility (<i>if applicable</i>)</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer can identify the impact of not being able to have children on their life ▪ Carer's life is not dominated by the wish to have own child ▪ Carer recognises that being a foster carer is not the same as having a child of one's own | | |

Is carer reaching or exceeding agency expectations for element B5?

(tick one) Yes No

Competency C: Team Work

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| Element C1 Work within a case plan framework Indicators: <ul style="list-style-type: none"> ▪ Carer recognises that they are one part of a part of a team in caring for the child ▪ Carer understands the place of a case plan in guiding decisions about the child | | |

Is carer reaching or exceeding agency expectations for element C1?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| Element C2 Working with birth families Indicators: <ul style="list-style-type: none"> ▪ Carer understands that birth family members can be very significant to a child in care ▪ Carer can identify strategies that could assist in making a child's contact with their birth family a positive experience | | |

Is carer reaching or exceeding agency expectations for element C2?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| Element C3 Life story work Indicators: <ul style="list-style-type: none"> ▪ Carer understands their role in helping a child in care keep a record of their life experiences ▪ Carer identifies strategies to safely store memorabilia for a child in care | | |


Is carer reaching or exceeding agency expectations for element C3?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| Element C4 Promoting the positive identity of a child Indicators: <ul style="list-style-type: none"> ▪ Carer recognises the importance of identity to children in care ▪ Carer can identify ways of encouraging a child in care to take pride in their own cultural and gender identity | | |

Is carer reaching or exceeding agency expectations for element C4?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| <p>Element C5</p> <p>Aboriginal cultural competence </p> <p><i>(If an Aboriginal child or young person is placed with the carer)</i></p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Applicant is an active participant in formal and informal networks in an Aboriginal community ▪ Applicant understands Aboriginal kinship systems and the concept of “family” in an Aboriginal context ▪ Applicant can identify Aboriginal community organisations and key people providing services to Aboriginal children and young people | | |

Is carer reaching or exceeding agency expectations for element C5?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| <p>Element C6</p> <p>Advocacy skills</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer can communicate clearly, and clarify information when necessary ▪ Carer uses skills of assertive communication appropriately ▪ Carer describes appropriate strategies they have used to resolve conflict and misunderstandings | | |

Is carer reaching or exceeding agency expectations for element C6?

(tick one) Yes No

Competency D: Child focused care

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element D1</p> <p>Provide emotional support</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer demonstrates ability to relate and show appropriate affection to a child ▪ Carer can describe the importance of listening carefully to children, so they can express their needs and feelings ▪ Carer understands that a child in care may have a limited capacity to connect with and respond to a carer | | |

Is carer reaching or exceeding agency expectations for element D1?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element D2</p> <p>Strength-based and flexible response to children</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer understands how the needs of a child can vary with their stage of development ▪ Carer demonstrates that they can nurture a child's strengths and abilities ▪ Carer can demonstrate their experience in using a range | | |

| | | |
|---|--|--|
| of strategies to respond to a child in a way which takes account of the child's particular personality and situation. | | |
|---|--|--|

Is carer reaching or exceeding agency expectations for element D2?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|--|-----------------|
| Element D3 Managing behaviour Indicators: <ul style="list-style-type: none"> ▪ Carer recognises that the behaviour of children in care can reflect trauma, grief and loss issues ▪ Carer identifies appropriate strategies to encourage positive behaviour changes | | |

Is carer reaching or exceeding agency expectations for element D3?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|--|-----------------|
| Element D4 Participation and decision-making Indicators: <ul style="list-style-type: none"> ▪ Carer can identify importance of children being involved in decisions that affect them ▪ Carer identifies strategies to appropriately encourage a child in care to participate in decision making | | |

Is carer reaching or exceeding agency expectations for element D4?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| <p>Element D5</p> <p>Promote educational engagement</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer understands the importance of educational achievement for children in care ▪ Carer identifies strategies to encourage a child to engage with schooling | | |

Is carer reaching or exceeding agency expectations for element D5?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element D6</p> <p>Understand adolescent behaviour</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Applicant understands that adolescent is a time of developing identity, so a child in care who is separated from their own birth family may have particular struggles at this stage ▪ Applicants understand that adolescents often engage in risk taking behaviour and challenging behaviour | | |

Is carer reaching or exceeding agency expectations for element D6?

(tick one) Yes No

Competency E: Providing a safe environment

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|--|-----------------|
| <p>Element E1</p> <p>Impact of abuse, including sexual abuse</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer understands the links between abuse and neglect, and development of trust and empathy ▪ Carer responds to information about abuse, including sexual abuse, appropriately without being overwhelmed by grief, anger, embarrassment or other strong emotion ▪ Carer identifies strategies to care for a child who has experienced abuse | | |

Is carer reaching or exceeding agency expectations for element E1?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|--|-----------------|
| <p>Element E2</p> <p>Establish appropriate house guidelines</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer understands the importance of establishing house guidelines to so children feel safe from sexual or physical abuse ▪ Carer applies appropriate guidelines within their home to help a child in care feel safe | | |

Is carer reaching or exceeding agency expectations for element E2?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| <p>Element E3</p> <p>Responding to very challenging behaviour</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer recognises their personal response to difficult and challenging behaviour ▪ Carer recognises that physical punishment is not an acceptable response to challenging behaviour of children in care ▪ Carer identifies appropriate strategies to manage their personal response to difficult behaviour ▪ Carer understands the responsibility of agencies to investigate any allegations of abuse in care | | |

Is carer reaching or exceeding agency expectations for element E3?

(tick one) Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|--|---|----------|
| <p>Element E4</p> <p>Confidentiality</p> <p>Indicators:</p> <ul style="list-style-type: none"> ▪ Carer understands that children in care have a right to confidentiality ▪ Carer demonstrates the concept of exchanging information on a “need to know” basis | | |

Is carer reaching or exceeding agency expectations for element E4?*(tick one)* Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| Element E5 Commitment to on-going learning Indicators: <ul style="list-style-type: none"> ▪ Carer identifies challenges that hasarise for them in being a foster carer ▪ Carer identifies strategies to develop further skills in providing care | | |

Is carer reaching or exceeding agency expectations for element E5?*(tick one)* Yes No

| Element and Indicators | Example of carer demonstrating one or more of those indicators in a placement in the past year. | Comments |
|---|---|----------|
| Element E6 Provide a safe physical environment Indicators: <ul style="list-style-type: none"> ▪ Carer's home meets the minimum standards required for an out-of-home care placement ▪ Carer implements appropriate health and hygiene practices at home. | | |

Is carer reaching or exceeding agency expectations for element E6?*(tick one)* Yes No