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## **POLICY 1307 – Department Employees as Foster Family or Respite Providers**

**A. POLICY**

Department of Services for Children, Youth and Their Families (DSCYF) employees and Delaware state employees may be foster parents.

**B. PROCEDURES**

1. State employees may contract to provide foster care or respite care for individuals with fees paid for by the State with three provisions: (Reference to Section 33 of House Bill 250, the FY2008 Budget Act)
  - i. The employee provides the service at other than assigned work hours, and
  - ii. These individuals are not permitted to participate in the review or disposition of any matter related to foster and/or respite care in which they have or may have a personal or private interest, and
  - iii. They may not be monitored or reviewed by other State employees who are more junior or related to them.
2. To avoid potential conflicts of interest and to facilitate compliance with policy, any Department employee interested in becoming a foster or respite care provider must do so through a private foster care agency for approval and supervision. Special circumstances may be considered by the Foster Care Program Manager.
3. An existing foster parent or respite care provider for the Department who subsequently becomes an employee of the Department must transfer their approval and supervision to a private foster care agency within three months of being hired as a Department employee.
4. Department employees who are also foster/respite providers are not permitted to participate in the review or disposition of any matter related to foster/respite care in which they have a personal or financial interest; for example, direct caseworker or supervisory oversight of the child's, the child's family case, or board payment decisions.
5. Any Department employee who is a foster/respite provider with a private agency, and who is the subject of an abuse/neglect complaint will be investigated by the Institutional Abuse Unit and will be handled as any other foster/respite provider per current policies and procedures.
6. A Division of Family Service employee who is also a foster parent with a private agency cannot be a foster care resource for a case that originates or is managed by within the region in which they are employed.
7. In all instances, the DSCYF Confidentiality Policy will be applicable and enforced.

**C. FOCUS**

No FOCUS functionality

**D. FORMS**

None