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Date: December 21, 2021
To: All DCS Staff
From: Sarah Sailors, Deputy Director of Field Operations
Subject: Child Focused Child and Family Team (CFT) Meetings with Placement Provider
DCS-21-20

A Rapid Improvement Event (RIE) regarding Foster Care Inclusion and Engagement was facilitated in June 2021. As a result of that RIE, a plan was made to improve services to children and resource parents through increased engagement of resource parents in case planning.

Effective immediately, following a child's removal from the parent, guardian, or custodian; a change of placement; or any other case juncture for a child in placement, DCS will make concerted efforts to actively engage the child's parent, guardian, or custodian and discuss with them the benefits of having the child's placement provider present at the Child and Family Team (CFT) Meeting. DCS will encourage the parent, guardian, or custodian to invite the child's placement provider to the CFT Meeting.

It is important to maintain Family-Centered Practice. There may be times when the parent, guardian, or custodian is not available or willing to include a placement on the CFT. In these situations, DCS shall plan to support preservation of the placement by addressing the needs of the child and the needs of the placement through a Child Focused CFT Meeting with the Placement Provider. DCS should engage the placement to identify CFT Members including, but not limited to:

1. The placement's formal and informal supports;
2. The child's formal and informal supports;
3. The Court Appointed Special Advocate (CASA) and/or Guardian Ad Litem (GAL);
4. The Foster Care Specialist or Relative/Kinship Support Specialist; and
5. The child's parent, guardian, or custodian.

Requirements in policy [5.07 Child and Family Team Meetings](#) should continue to be met. The policy will be updated soon to reflect these enhancements. Any questions may be sent to your Peer Coach Consultant.

Sincerely,

A handwritten signature in black ink that reads "Sarah Sailors, MSW".

Sarah Sailors, Deputy Director of Field Operations



Protecting our children, families and future