

EFFECTIVE

February 1, 2014.

SUBJECTS

1. Children's Foster Care Manual reorganization.
2. FOM 722-3, Placement Selection and Standards.
3. FOM 722-3A, Absent Without Legal Permission (AWOLP).
4. FOM 722-3B, Relative Engagement and Placement.
5. FOM 722-3C, Older Youth: Preparation, Placement, And Discharge.
6. FOM 722-6, Case Planning.
7. FOM 722-6B, Family Team Meeting.
8. FOM 722-6F, Special Accommodations.
9. FOM 722-6G, Efforts to Identify and Locate Absent/Putative Parent(s).
10. FOM 722-6H, Caseworker Contacts.
11. FOM 722-6I, Maintaining Connections Through Visitation and Contact.
12. FOM 722-7, Permanency Planning - Overview.
13. FOM 722-7A, Permanency Planning - Concurrent Permanency Planning.
14. FOM 722-7B, Permanency Planning - Reunification.
15. FOM 722-7C, Permanency Planning - Termination of Parental Rights.
16. FOM 722-7D, Permanency Planning - Adoption.
17. FOM 722-7E, Permanency Planning - Guardianship.
18. FOM 722-7F, Permanency Planning - PPFWR/APPLA/APPLA-E.
19. FOM 722-10, Court Review.

- 20. FOM 722-11, Delegation of Parental Consent.
- 21. FOM 722-15, Case Closing.
- 22. FOM 723, Educational Services.
- 23. FOM 802-2, DHS Contracted Counseling and Therapy Services.
- 24. FOM 970, MWA! Referral.

**1) FOSTER CARE
MANUAL
REORGANIZATION**

The Children’s Foster Care Manual has been reorganized and updated. The manual items have been broken down into shorter, more user friendly sections. These changes will streamline future policy releases when the Michigan Statewide Automated Child Welfare Information System (MiSACWIS) is implemented.

Reason: Foster Care Program Office recommendation.

**2) FOM 722-3,
PLACEMENT
SELECTION AND
STANDARDS**

This item has been renamed; previously this was FOM 722-3, Foster Care - Placement/Replacement.

The following sections have been removed and were given their own manual items:

- Placement with relatives.
- Relative licensing waivers.
- Considerations in placement with older teenagers.
- Placement in adult foster care for youth ages 16-17.
- Placement in adult foster care facilities before age 16.
- AWOLP - Children Absent Without Legal Permission Placement.
- Placement of Children with Serious Communicable Diseases, was removed and can be found in SRM 131, Confidentiality.

New policy in this item includes:

- Health and age of the prospective caregiver.

Reason: Foster Care Program Office recommendation.

- Placement of infants and young children.

Reason: Michigan Department of Human Services and Michigan Association for Infant Mental Health recommendation.

- Placement of a child identified with high risk behaviors.

Reason: Dwayne B. v Snyder, et al. settlement agreement.

- Placement with a caregiver who has an undocumented legal status is prohibited.

Reason: Foster Care Program Office recommendation.

- Policy from FOB 2012-011, Interim Policy Bulletin: Modified Settlement Agreement was added to this item.

**3) FOM 722-3A,
ABSENT WITHOUT
LEGAL PERMISSION
(AWOLP)**

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 722-3A, Absent Without Legal Permission (AWOLP). This item outlines policy and procedure for when a youth is absent without legal permission.

Reason: Foster Care Program Office recommendation.

**4) FOM 722-3B,
RELATIVE
ENGAGEMENT AND
PLACEMENT**

Policy was moved from FOM 722-3, Placement/Replacement, and FOM 722-6, Developing the Service Plan, to FOM 722-3B, Relative Engagement and Placement. This item includes:

- Relative search and notification process.
- Placement with relatives.
- DHS-3130A, Initial Relative Placement Home Study.
- Foster home licensing requirements for relative caregivers.
- Relative licensing waivers.
- Policy from FOB 2012-011, Interim Policy Bulletin: Modified Settlement Agreement.

**5) FOM 722-3C,
OLDER YOUTH:
PREPARATION,
PLACEMENT, AND
DISCHARGE**

Reason: Foster Care Program Office recommendation.

Policy was moved from FOM 722-3, Placement/Replacement, FOM 722-6, Developing the Service Plan, and FOM 722-15, Case Closing, to FOM 722-3C, Older Youth: Preparation, Placement, and Discharge. This item includes:

- Independent living preparation.
- Independent living placement.
- Placement of a MCI ward with a parent.
- Placement in an adult care facility.
- Services to youth age 18 and older.
- Older youth exiting the foster care system.

Reason: Foster Care Program Office recommendation.

**6) FOM 722-6, CASE
PLANNING**

This item has been renamed, previously, this item was FOM 722-6, Foster Care - Developing the Service Plan.

The following sections have been removed and were reinstated in their own manual items:

- Relative notification.
- Visitation.
- Parenting time.
- Grandparenting time.
- Efforts to identify and locate absent/putative parent(s).
- DHS contracted counseling/therapy services.
- Independent living preparation.
- Accommodations for deaf or hard of hearing.
- Educational services for foster care.

New policy in this item includes:

- Reasonable efforts are not required when a parent is required by court order to register under the Sex Offenders Registration Act.

Reason: Probate Code, 1939 PA 288, as amended, MCL 712A.13a.

- Caseworkers must complete a genogram on each family, as part of the initial case service plan.

Reason: Foster Care Program Office recommendation.

**7) FOM 722-6B,
FAMILY TEAM
MEETING**

Policy was updated to clarify that the initial pre-meeting conference must be held in person; Tribal representatives, for Indian children must be invited to all FTMs; and links to the Administrative Handbook were updated with the new location for that information.

Reason: Foster Care Program Office recommendation.

**8) FOM 722-6F,
SPECIAL
ACCOMMODATIONS**

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 722-6F, Special Accommodations. Links to the Administrative Handbook were updated because the Administrative Handbook is obsolete.

Reason: Foster Care Program Office recommendation.

**9) FOM 722-6G,
EFFORTS TO
IDENTIFY AND
LOCATE ABSENT/
PUTATIVE
PARENT(S)**

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 722-6G, Efforts to Identify and Locate Absent/Putative Parent(s). This item includes information on how to locate and identify absent and putative parents.

Reason: Foster Care Program Office recommendation.

**10) FOM 722-6H,
CASEWORKER
CONTACTS**

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 722-6H, Caseworker Contacts. The requirements from FOB 2012-011, Interim Policy Bulletin: Modified Settlement Agreement were added to this item. This item includes information on required caseworker contacts with children, caregivers, parents, treatment and service providers, and supervisors.

**11) FOM 722-6I,
MAINTAINING
CONNECTIONS
THROUGH
VISITATION AND
CONTACT**

Reason: Foster Care Program Office recommendation.

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 722-6I, Maintaining Connections Through Visitation and Contact. The requirements from FOB 2012-011, Interim Policy Bulletin: Modified Settlement Agreement were added to the manual. This item includes information on parenting time requirements, sibling visitation and ongoing interaction, and grandparenting time.

Reason: Foster Care Program Office recommendation.

**12) FOM 722-7,
PERMANENCY
PLANNING -
OVERVIEW**

This item has been renamed; previously this was FOM 722-7, Permanency Planning.

The following sections have been removed and were reinstated in their own manual items:

- Foster care/adoption.
- Guardianship.
- Other permanency goals.
- Permanent Placement with a Fit and Willing Relative.
- Permanency goal review process.
- Termination of parental rights.

**13) FOM 722-7A,
PERMANENCY
PLANNING -
CONCURRENT
PERMANENCY
PLANNING**

This is a new manual item that describes concurrent permanency planning components, full disclosure, Plan A and Plan B, front loading services, and concurrent permanency planning and American Indian/Alaska Native children.

Reason: Concurrent Permanency Planning, L-Letter 08-168 (12/12/2008) and the Dwayne B. v Snyder, et al. settlement agreement.

**14) FOM 722-7B,
PERMANENCY
PLANNING -
REUNIFICATION**

Policy was moved from FOM 722-7, Permanency Planning, to FOM 722-7B, Permanency Planning - Reunification. This item includes information on the permanency goal of reunification.

Reason: Foster Care Program Office recommendation.

**15) FOM 722-7C,
PERMANENCY
PLANNING -
TERMINATION OF
PARENTAL RIGHTS**

Policy was moved from FOM 722-7, Permanency Planning, to FOM 722-7C, Permanency Planning - Termination of Parental Rights. This item includes information on termination of parental rights.

Reason: Foster Care Program Office recommendation.

**16) FOM 722-7D,
PERMANENCY
PLANNING -
ADOPTION**

Policy was moved from FOM 722-7, Permanency Planning, to FOM 722-7D, Permanency Planning - Adoption. This item includes information on the permanency goal of adoption.

Reason: Foster Care Program Office recommendation.

**17) FOM 722-7E,
PERMANENCY
PLANNING -
GUARDIANSHIP**

Policy was moved from FOM 722-7, Permanency Planning, to FOM 722-7E, Permanency Planning - Guardianship. This item includes information on the permanency goal of guardianship.

Reason: Foster Care Program Office recommendation.

**18) FOM 722-7F,
PERMANENCY
PLANNING - PPFWR/
APPLA/APPLA-E**

Policy was moved from FOM 722-7, Permanency Planning, to FOM 722-7F, Permanency Planning - PPFWR/APPLA/APPLA-E. This item includes information on the permanency goals, Permanent Placement with a Fit and Willing Relative (PPFWR) and Another Planned Permanent Living Arrangement (APPLA or APPLA-E).

Reason: Foster Care Program Office recommendation.

**19) FOM 722-10,
COURT REVIEW**

The time frame for filing a termination petition was amended. If the court orders the department/agency to file a petition to terminate parental rights, the petition must be filed with the court no later than 28 days from the permanency planning or review hearing.

Reason: The Dwayne B. v Granholm, et al. consent decree invoked a 14-day time frame for filing a termination petition. The Dwayne B. v Snyder, et al. settlement agreement eliminated the 14-day time frame and reverted it back to the 28-day requirement.

**20) FOM 722-11,
DELEGATION OF
PARENTAL
CONSENT**

Policy regarding surrogate parent for educational purposes was deleted from this item and moved to FOM 723, Education.

Foster Care Program Office recommendation.

**21) FOM 722-15,
CASE CLOSING**

The following sections have been moved from FOM 722-15, Case Closing to FOM 722-3C, Older Youth: Preparation, Placement, And Discharge.

- Older Youth Exiting the Foster Care System
- Housing Resource Referral.
- Restoration of Custody to Parent.
- Discharge Criteria for State Wards.

The following sections have been moved from FOM 722-15, Case Closing to FOM 722-6B, Family Team Meeting.

- Semi-Annual Transition Meeting.
- 90-Day Discharge Planning.

No new information was added to this manual item.

Reason: Foster Care Program Office recommendation.

**22) FOM 723,
EDUCATIONAL
SERVICES**

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 723, Educational Services. This item includes information on education services for foster children.

New policy in this item includes:

- Caseworkers are now able to access a child’s education records from the school, for purposes of case planning, without the prior written consent of the parents or court order.

Reason: The Uninterrupted Scholars Act, Public Law 112-278.

- Online education programs may be considered for a youth 16 and older if it is in the youth’s best interest.

Reason: Foster Care Program Office recommendation.

**23) FOM 802-2, DHS
CONTRACTED
COUNSELING/
THERAPY SERVICES**

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 802-2, DHS Contracted Counseling/Therapy Services. This item includes information on contracted counseling and therapy services.

Reason: Foster Care Program Office recommendation.

**24) FOM 970, MWA!
REFERRAL**

Policy was moved from FOM 722-6, Developing the Service Plan, to FOM 970, MWA! Referral. This item includes information on the referral process for Michigan Works! Agencies (MWA).

Reason: Foster Care Program Office recommendation.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Added Items ...

**FOM 722-3A
FOM 722-3B
FOM 722-3C
FOM 722-6F
FOM 722-6G
FOM 722-6H
FOM 722-6I
FOM 722-7A
FOM 722-7B
FOM 722-7C
FOM 722-7D
FOM 722-7E
FOM 722-7F
FOM 723
FOM 802-2
FOM 970**

Changed Items (content changes) ...

**FOM 722-3
FOM 722-6
FOM 722-6B
FOM 722-7
FOM 722-10
FOM 722-11
FOM 722-15
FOM 941
FOM 942
FOM 943
FOM 944**

Changed Items (link changes only) ...

FOM 801