



Agreement of Mutual Rights and Responsibilities

(Act 68 or 2005, Act 73 or 2005 and Act 76 of 2007)

JFS agrees to:

1. Provide to the Resource Family training, educational opportunities, and assessment discussions in preparation for caring for children with a history of abuse, neglect, exposure to substance abuse and violence, and/or other trauma and loss prior to approval as a Resource Family. Provide information regarding trainings available in the community, on-line, or provided by the agency in order to maintain ongoing Resource Family license, as well as to meet the identified special needs of the child in the Resource Family's care.
2. Provide the Resource Family with a Resource Parent handbook including all required regulations impacting the Resource Family home, the care of the child, and all required documentation.
3. Inform the resource parents, to the extent known, about the child's medical history, mental health diagnosis, general behaviors, relationships between the child and his/her parents, educational history, life experiences, and previous and prospective placement circumstances to facilitate the resource parents' care for the child. The availability and timeliness of this information being available to JFS will affect how quickly it can be shared with the resource parents. Staff will continue to update the resource parents as appropriate when additional information is received.
4. Provide the Resource Family with medical and educational documentation so that services may be established for the child in the community of the Resource Family, including but not limited to copy of the child's IEP and school records, immunization records, and court authorized agreement for the child to receive routine medical treatment. We agree to work with county agencies to ensure provision of medical insurance with providers in the region of the Resource Family.
5. Support the Resource Family with transportation for appointments in the event the Resource Family is unable to do so, and advocacy with collateral systems for services to meet the child's needs.
6. Provide an agency Resource Family Coordinator who is available to meet with the Resource Family on a regular basis, meaning at least monthly face-to-face and by phone at other times, and provide assistance, support, and direct intervention as needed to sustain the child's placement in a safe and secure environment.
7. Involve the Resource Family in planning and implementing the child's individual service plan, including participation in regularly scheduled service plan meetings regarding the child's care. Set up and convene the first meeting within the first thirty (30) days of placement of the child in each Resource Family home.



8. Provide the Resource Family with payment for daily care and clothing in a timely fashion after submission of monthly invoice. Daily care includes the following, paid through the Per Diem:
 - a. Food and toiletries, including haircuts, as needed;
 - b. Shelter and increased utility costs;
 - c. Routine clothing, after initial clothing allowance, if authorized;
 - d. School supplies;
 - e. A weekly allowance based on the child's age.
9. Provide mileage reimbursement for travel related to activities specified in the individual Foster Care Service Plan. All other requests for mileage must be agreed upon and activity included in the child's plan.
10. Notify the Resource Family of any court hearings regarding the child in their care, and of any change to the child's permanency goal. Resource parents have the **right** to be notified of any court proceedings related to the child(ren) in their care and present as an adoptive resource for a child who has resided in the home for at least six months.
11. Permit the Resource Family to parent and discipline the child consistent with the Resource Family's parenting philosophy, so long as these fall within the guidelines of state foster care regulations and the regulations of the JFS Adoption & Foster Care program as outlined in the signed discipline policy.
12. Provide the Resource Family with the procedures for resolving conflicts regarding the care of the child within the regulations of the JFS program, and provision of the grievance procedures impacting this program.
13. Report Child abuse in accordance with state law. In the event that an allegation of abuse is made against a resource parent or member of their household, JFS will follow protocols in reporting the allegation and ensuring the safety of the child at all times. JFS will ensure that information pertaining to the report is kept confidential and released only in accordance with State regulation.
14. Not discriminate or retaliate if a family make an appropriate inquiry about decisions/practice at the agency.



The Resource Family agrees, for each child placed in the Resource home:

1. To provide for the child's physical, mental, emotional, and familial well-being as long as the child is placed in the home.
2. To meet the child's individual needs as designated in the Individual Foster Care or Permanency Service Plan, and any court orders for the child's care.
3. To support any Children and Youth agency efforts for reunification with birth family until a permanency goal other than reunification has been established for the child. Such efforts may include transporting the child to regular visitation with birth family and including birth family in the medical and mental health care of the child.
4. Not to use any form of physical discipline as outlined in the agency Discipline policy.
5. To participate in planning for the child through regular contact with Resource Family Coordinator and the county Children and Youth caseworker regarding the child's needs, and participation in quarterly planning meetings for the child.
6. To insure the child receives all routine and specialized medical and mental health need in a timely fashion, as indicated in the child's individual service plan, and seek out emergency care when indicated.
7. To provide a written report to the Resource Family Coordinator of each doctor and dental visit, monthly medication log for all prescribed medication, and a monthly invoice indicating days of care and requests for mileage reimbursement, which is due to the program by the fifth of the following month.
8. To advise the Resource Family Coordinator of any changes in the child's medical, mental health, behavioral, or educational needs, and seek guidance to plan for addressing these needs.
9. To advise the Resource Family Coordinator of any changes in significant change in the household within thirty (30) days of that change occurring. This includes any member of the household moving into or out of the home, for any reason, change in legal status, including arrest, or development of any physical, financial, family or mental health concern that may impair the family's ability to care for children in accordance with Act 160.
10. To advise the agency of plans to place the child in day care or temporary care with another adult, including identifying the planned whereabouts of the child, under Reasonable and Prudent parenting standards.
11. To notify the Resource Family Coordinator of any plans for travel overnight outside the county and obtain necessary permission from the county Children and Youth agency for the child's travel outside the state overnight.



12. To provide the JFS Adoption & Foster Care with thirty (30) days notice of request to remove the child from the Resource Family home, and participate in meeting to create a plan to eliminate the need for removal of the child, if possible, unless the child is in a situation where the child's health and well-being are at eminent risk.
13. To give up care of the child only to the assigned county Children and Youth Worker, a designated peace officer, or any officer of the court in the county of the child's jurisdiction.
14. To ensure that the home meets all home safety requirements at all times as listed on the home safety checklist.
15. To maintain homeowner's and automobile insurance at all times and proper licensure of drivers and cars and submit to JFS all requested and required documents for ongoing licensure upon request.
16. To keep their Resource Family Coordinator informed of any unusual incidents or other issues pertaining to the child. Any critical incidents which occur after hours or on weekends must be called into the on-call number, **717-746-8084**.

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| _____ | _____ |
| Resource Parent | Date |
| _____ | _____ |
| Resource Parent | Date |
| _____ | _____ |
| Resource Family Coordinator | Date |
| _____ | _____ |
| Director of Adoption Services | Date |