

Kansas Administrative Regulations

Kansas Department for Children and Families

Article 47.—Foster Care Licensing

30-47-917. Specific services for licensed and child-placement agency-approved family foster homes.

Each licensee that sponsors licensed or child-placement agency-approved foster families shall ensure that the child-placement agency policies and procedures meet the requirements of K.A.R. 30-47-906 and 30-47-914 and the additional requirements of this regulation.

(a) Application for license or child-placement agency approval as a family foster home.

(1) If a family wants to apply for a family foster home license or to become a child-placement agency-approved family foster home, each licensee shall designate a child welfare worker to oversee the completion of the following requirements as the secretary's designee:

(A) Assist the family with completion of the department's application form and all documentation required to obtain a family foster home license or agency approval;

(B) submit to the department a request for background checks for the family members as specified in K.A.R. 30-47-805;

(C) ensure that the designated child welfare worker or a social service staff member operating under the direction of the child welfare worker completes a licensing health and safety inspection of the family's home to determine compliance with statutes and regulations governing family foster home and documents the inspection on forms provided by the department. The inspection shall be completed no later than 60 calendar days after receiving the completed application. The designated child welfare worker shall complete the following additional steps:

(i) Ensure that the designated child welfare worker or a social service staff member operating under the direction of the designated child welfare worker completes any additional licensing health and safety inspections needed to verify the correction of any

findings of noncompliance with all applicable family foster home statutes and regulations; and

(ii) after each licensing health and safety inspection, complete a written notice of survey findings, on a form provided by the department. If noncompliance is found, the written findings shall include the specific regulatory references and descriptions for each area of noncompliance; and

(D) submit to the department all documentation required for a family foster home license, on forms provided by the department, no later than 90 calendar days following the date of the application signed by the potential foster family.

(2) Each licensee shall ensure that the department is notified within 14 calendar days if a potential foster family withdraws an application or moves to a new home before a temporary permit or a license is granted.

(3) When a licensed or agency-approved foster family moves, each licensee shall submit to the department the initial licensing packet within 14 calendar days of a move.

(4) When a licensed foster family moves to a new home and has children in placement, each licensee shall request a temporary permit.

(b) Application to renew a family foster home license or agency approval. If a family wants to renew the family foster home license or agency approval, each licensee shall designate a child welfare worker or a social service staff member operating under the direction of the child welfare worker to assist the family with completion of the department's application forms, the request for background check form, and all documentation required to renew the license or agency approval.

(c) Annual inspections and assessments required.

(1) Each licensee shall ensure that a family assessment update is completed that meets the requirements of K.A.R. 30-47-916, including a review of the family's strengths and needs related to the children placed in the home during the previous year and the care and progress of each child currently placed with the family.

(2) Each licensee shall ensure that the designated child welfare worker or a social service staff member operating under the direction of the child welfare worker completes the following:

(A) An annual licensing health and safety inspection of the family's home to determine compliance with statutes and regulations governing family foster homes and document the inspection on forms provided by the department;

(B) any additional licensing health and safety inspections as needed to verify the correction of any findings of noncompliance with any family foster home statutes and regulations; and

(C) after each licensing health and safety inspection, a written notice of survey findings to document the survey findings, on a form provided by the department. If noncompliance is found, the written findings shall include the specific regulatory references and descriptions for each area of noncompliance.

(3) Each licensee shall ensure that all required documentation is submitted to the department within 90 calendar days of the department's request, including the following:

(A) Documentation of completion of the annual licensing health and safety inspection, any additional inspections conducted to verify compliance, and a plan of correction for any remaining areas of noncompliance;

(B) documentation of in-service training;

(C) updated family assessment including a list of all children placed in the home in the previous year; and

(D) an updated summary and recommendation for use.

(Authorized by K.S.A. 65-508, 75-3084, and 75-3085; implementing K.S.A. 65-508; effective June 7, 2024.)

***** Authenticated Kansas Administrative Regulation *****