

Kansas Administrative Regulations

Kansas Department for Children and Families

Article 47.—Foster Care Licensing

30-47-809. Basic record information; other required record information; departure requirements.

(a) Basic record information. Any licensee may accept a child in foster care for placement if the following information is received before or at the time of placement:

- (1) The approval of the sponsoring child-placement agency;
- (2) signed medical and surgical consent forms or, in the case of an after-hours emergency placement, a provision for obtaining medical and surgical consent forms;
- (3) a completed placement agreement or a completed emergency placement form;
- (4) a description of the circumstances leading to the current placement and, if known, the reason that the child in foster care came into custody;
- (5) a description of the child's recent circumstances, including any medical problems, mental health concerns, and safety concerns, including any assaultive behavior and victimization concerns;
- (6) information about the child's medication and dietary needs and the name of each of the child's current health care providers, if known;
- (7) any allergies from which the child suffers, if known;
- (8) the name, address, and telephone number of the contact individual for the last educational program the child attended;
- (9) a copy of the court order or other document placing the child in foster care;
- (10) a designation of the race or cultural heritage of the child, including tribal affiliation, if any;
- (11) the name, address, and telephone number of the child's parents or legal guardian;
- (12) the spiritual or religious affiliation of the child and the child's family;
- (13) the child's placement history summary, including the name, address, and telephone number of any advocates;

(14) a description of positive attributes and characteristics of the child and, if available, any related information from the child, the child's family including siblings, and any concerned individuals in the child's life;

(15) the name, address, telephone number, and, if applicable, the electronic-mail address of the child-placing agent who is responsible for supervising the child's placement;

(16) a copy of the current case, permanency plan, or person-centered support plan; and

(17) if applicable, documentation of each use of physical restraint on a physical restraint report form as specified in K.A.R. 30-47-815.

(b) Documentation of placement information requested. If required documentation is not available at the time of placement, the child-placement agency shall document that the family has requested the missing documents.

(c) Departure requirements. When any child in foster care moves from the family foster home, the licensee shall send the following with the child:

(1) All possessions brought with the child in foster care to the family foster home that are usable or that have special significance to the child;

(2) all savings from gifts, allowances, and earnings;

(3) all usable clothing, school supplies, recreational equipment, gifts, and any other items purchased specifically for and given to the child during placement in the family foster home, including items provided by the foster parents; and

(4) the child's documents, which could include birth family history, placement history, pictures, school information, and a record of personal achievements.

(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 *****