

PERSONAL RIGHTS & RESPONSIBILITIES

YOU HAVE THE RIGHT:

- To be treated with fairness, dignity and respect.
- To be free from discrimination, intimidation, or harassment based on gender, race, color, religion, ancestry, national origin, disability, medical condition or sexual orientation or perception of having one or more of those characteristics.
- To receive services that are respectful of, and responsive to, cultural and language differences.
- To be informed of the policies and procedures of the program.
- To participate in the home study and family profile process.
- To receive a copy of the final home study report with a written explanation of the reasons for the decision and the procedures for appeal if approval cannot be given and the application has not been withdrawn.
- To review the family profile and sign the document attesting to the accuracy of the information. *A copy is not provided as it is the property of the Statewide Adoption and Permanency Network (SWAN).*
- To be informed as soon as possible if the agency has reason to believe that you might not meet the required eligibility criteria or certain factors might impact your suitability to become an adoptive or foster care parent.
 - *The agency will communicate such concerns and attempt to resolve them, if possible.*
- To the reimbursement schedule for the children in your home or the adoption subsidy approved by the county agency.
- To the background information of the children placed in your home, including their needs, in an effort to make informed decisions about the appropriateness of the child's placement into your home.
- To receive preservice training to prepare you for the admission of children into your home.
- To receive ongoing support from the agency to enhance the placement of children in your home.
- To regular ongoing training addressing pertinent topics to provide you support in your role as a foster and adoptive parent.
- To be notified and participate in service decisions and in the development of Treatment service Plans for children in your home.
- To participate in Shared Governance by giving input into decisions, sharing information, and practicing transparency.
- To know the role you serve in caring for children in your home through participation on the treatment team.
- To be informed of the benefits, risks, side effects, and alternatives to planned services through open communication.
- To respite care for the children in your home within the guidelines of the respite policy.
- To appeal the relocation of a child removed from your home within accordance with state law.
- To support and guidance in your role as foster and adoptive parents 24 hours a day, 7 days a week.
- To understand that your address will be released to birth families while children are still in foster care, unless the court determines it should remain confidential.
- To have your family's information kept confidential by the agency when reports of suspected maltreatment is made involving a member of your family.
- To make complaints, have them heard, get a prompt response, and not receive any threats or mistreatments as a result. *(please refer to Grievance Policy for specifics)*

- To be informed about the rules that will result in discharge from the program, if violated. *(see below)*
 - *Violations of the Code of Ethics, criminal charges, substance abuse, inappropriate discipline of children, substantiated allegations, physical health that would prevent safe care of children, on-going home safety inspection concerns, lack of completion of annual training requirements, falsification of Act 160 requirements and/or disclosure form, falsification of any information on application, inability to keep home and/or required file up-to-date for approval, lack of progress on a performance improvement plan, and/or not following a child's service plan.*

YOU HAVE THE RESPONSIBILITY:

- To abide by the Code of Ethics including maintaining confidentiality
- To involve and prepare your household members for a child to join your home
- To help the child cope with separation, loss, and grief and support healthy attachments and relationships including birth family connections
- To help the child navigate changing roles and relationships, teach and model appropriate social interactions, and provide normal/typical family experiences such as community events, activities, and vacations.
- To support the child's identity development.
- To implement strategies to maintain connections with the child's culture, community, tribe, and/or country when parenting a child of a different race, ethnicity, culture, or religion.
- To respond effectively and safely to children's behavior and unknown or unexpected issues.
- To adapt parenting strategies and discipline techniques to meet the child's needs.
- To parent a child with a likely history of trauma.
- To recognize signs of unknown or undisclosed abuse, implement effective strategies to support safe disclosure, and report abuse allegations to appropriate authorities.
- To implement strategies to maintain safety when there is a history of sexual abuse, trafficking, self-harming behavior, or other unsafe behavior.
- To treat those under your care with dignity and respect.
- To provide a safe (physical, psychological, social and moral), clean, healthy, and comfortable environment for children you are parenting.
- To abide by program rules and expectations.
- To employ positive discipline techniques.
- To refrain from using physical and degrading punishment.
- To ensure that others refrain from using physical and degrading punishment.
- To provide accurate information about your children's needs, patterns of behaviors, and goals.
- To work with staff in planning, reviewing, and changing your children's Service Plan.
- To overcome barriers to seeking or obtaining help and support
- To report concerns about the quality of care you receive.
- To participate in your children's treatment/services.
- To provide clean, seasonal, and appropriately fitted clothing and personal hygiene products.
- To create and maintain a Lifebook for the child (photos, report cards, etc.).
- To ensure compliance with ACT 160, including notifying the agency of changes in household composition, finances, criminal charges, child abuse allegations, health, etc.
- To submit paperwork in a timely manner and keep your home in compliance with agency expectations.
- To meet annual training requirements and recommendations as outlined by DHS and CHOR.
- To provide written 30-day notice to request a child's removal from your home or make appropriate transition plans should an adoptive placement need moved.

WE HAVE THE OBLIGATION AND RESPONSIBILITY:

- To treat you and your family with dignity and respect.
- To provide you with high quality services.
- To ensure adoptions and foster care placements take place in the best interests of children.
- To take all appropriate actions to prevent the exploitation, sale, abduction, or trafficking of children.
- To ensure fees, compensation, and donations do not inappropriately influence foster care and adoption decisions.
- To facilitate networking and mutual support amongst resource families by providing opportunities for peer support and recreational/social activities.
- To provide information, counseling, training, and support to help prepare all parties for the placement of children.
- To provide ongoing training addressing pertinent topics to provide you support in your role as a foster parent.
- To provide you with updated information about the child if and when such information becomes available.
- To provide an assessment to identify areas of strength and concern and develop plans for needed support and training.
- To provide post-placement and post-adoption services to ensure safety, well-being, and long-term stability and permanency.
- To notify you of any changes to program rules and/or foster/adoptive family rights.
- To provide, or arrange for, bilingual personnel or translators, as needed to maintain open communication.
- To conduct exit interviews with foster/adoptive families who leave the organization to determine their experience.
- To abide by all federal, state, and local requirements as well as those set forth by other regulatory bodies.