

Relative and Fictive Kin Service Array Checklist

Case name:

SSW:

Case number:

FSOS:

Date CHFS placed with relative or fictive kin:

Date CHFS obtained custody:

Caregiver's phone number:

Eligibility Criteria:

1. Relative or fictive kin received placement of child **on or after 4/1/2019**.
2. Child must come directly into the Cabinet's custody from the *home of removal*.
3. There is an approved [DPP 1277 Safety Check and Review](#).
4. The family must be actively pursuing approval as a DCBS foster home.
5. The family must sign the [DPP-179 Relative Fictive Kin Caregiver Agreement](#).
6. Biological parents cannot live in the home with the relative or fictive kin.

Other Information:

1. Child(ren) needs to be placed and remain in the custody of the Cabinet.
2. Payments are not backdated, and only begin the date the child(ren) enters the Cabinet's custody.
3. Relative, caregiver, or fictive kin can choose to have a child specific rate (with reduced training and potential for non-safety waivers) or can choose to be fully certified and have a basic rate (complete all trainings and meet all requirements).
4. Even if approved at the basic rate, these families are not required to take placement of other foster children.
5. Families pursuing foster parent approval will receive a reduced per diem rate while actively pursuing foster parent approval- twelve dollars (\$12) a day (approximate to the KTAP rate) until they are approved as a foster home at which time the per diem will increase based on their approval type.
6. The R&C worker will complete the childcare memo once the child enters OOHC and the relative is pursuing foster care approval. Investigative and ongoing staff will complete a [DCC-85 Approval for Child Care Assistance](#) form for daycare assistance for families needing childcare assistance prior to the child entering DCBS custody.

Checklist:

[DPP 1277 Safety Check and Review](#) signed by both SSW and FSOS.

Copy of background check results for all adults in home.

Copy of TWIST check results for all adults in the home.

[DPP 178 Acknowledgment Statement](#) form must be completed even if the family does not want to be a foster family.

[DPP 179 Relative/Fictive Kin Caregiver Agreement](#) form (should also be uploaded to TWIST and emailed to the billing specialist so they know that the family is approved to receive the twelve dollars (\$12) a day rate). [DPP 1278 Relative Support Benefit Acknowledgment](#) form (fictive kin caregivers are not eligible for this benefit). If checked yes, send [Relative Support Benefit Payment Request](#) form to rpsbdfm@ky.gov.

[Relative and Fictive Kin Caregiver Discipline Policy](#).

Give to Families:

Brochure

[Service Array Worksheet](#)

Show this video to assist relatives or fictive kin in making a decision regarding accepting temporary custody or choosing to become a DCBS foster home placement: <https://player.vimeo.com/video/329085068>.

For fictive kin providing care for children under age five (5), provide link to complete [Online Pediatric Abusive Head Trauma Course](#): <https://train.trc.eku.edu/fictivekin>.