

This chart represents options for agency staff to consider when approving placements and provider supports.

	Shelter Care	Respite Care	Substitute Care
Policy	607-05-35-40-01	607-05-70-45-20-01	624-05-15-47
Definition	Temporary care during which a child needs a safe bed outside of the home.	Temporary relief care for a child with special medical, emotional, or behavioral needs, which require time-limited support, supervision and care.	Temporary care of a child when the licensed foster care provider is unavailable for more than a portion of one day.
Length/Duration	No greater than 7 consecutive days Providers must comply with licensing standards regarding permanent vs. temporary bed space.	Overnights = No greater than 4 consecutive days Non-overnights = 12 hr/wk No limit on the number of requests	No greater than 14 consecutive days, so long as the home has permanent bed space. Substitute care cannot exceed 7 consecutive days, if using temporary bed space per licensing standards.
Provider/Setting	Licensed foster care provider Licensed childcare provider	Licensed foster care provider Licensed childcare provider Contracted Vendor (no overnights)	A substitute caregiver must be a responsible adult, age 21 or older, willing to provide care in the absence of the foster care provider, including: <ul style="list-style-type: none"> • An identified relative (NDCC 50-11) • A licensed foster care provider
Eligibility	Children under the age of 18 involved with a Human Service Zone: Prevention (CPS and In Home): No TCO obtained and to be used as diversion and early intervention for children when present danger exists, and temporary safe care is required. Foster care cases opened greater than 24 hours; must open in FRAME: All foster care cases will identify the licensed foster care provider as their primary placement and will receive reimbursement through CCWIPS.	Children under the age of 18 involved with these agencies and programs: Human Service Zones Division of Juvenile Services (DJS) <ul style="list-style-type: none"> • Foster care placement only ND Tribal Nation - Social Services <ul style="list-style-type: none"> • Foster Care (IV-E) clients only Post Adopt/ Guardianship <ul style="list-style-type: none"> • HHS subsidy recipient only Human Service Center (HSC) dual clients	Children in foster care under the care, custody and control of a public agency (Human Service Zone, DJS, or Tribal Nation).
Point of Contact	Foster care provider or case manager are responsible to identify and secure the provider. CFS Licensing Unit Staff: <ul style="list-style-type: none"> • Brittany Fode brifode@nd.gov or • Dana Lindemann danalindemann@nd.gov 		Foster care provider is responsible to secure substitute care. If greater than a portion of one day, the child's custodian <u>must</u> approve the arrangement.
Referral Form or Provider Agreement	SFN 928: Licensing Specialist completes with foster care provider SFN 931: Worker/Case Manager completes after Shelter Care episode W-9 completed by provider and blank voided check, if needed	SFN 929: Worker/Case Manager submits to CFS for <u>prior</u> review/approval W-9 completed by provider and blank voided check, if needed	Not applicable A licensing amendment is <u>not required</u> for substitute care. However, the custodian must ensure compliance with permanent vs. temporary bed space.
Payment Option	\$38/day Claims submitted to CFS Licensing Unit from worker/case manager The Unit will make payments to licensed providers.	\$55/day SFN 929 claims are submitted to the CFS Licensing Unit from worker/manager The Unit makes payments to licensed providers or vendors.	Not applicable Personal exchange between the foster care provider and substitute caregiver. It is recommended and most often occurs that the foster care provider agrees to reimburse the <u>daily rate</u> .

	Shelter Care	Respite Care	Substitute Care
Examples	<p>Shelter care may be needed when:</p> <ol style="list-style-type: none"> 1. Present danger exists 2. Mom is experiencing a behavioral health crisis and is admitted to the local psych unit. It is known mom has support of her mother coming to live in the home until further notice. Children need shelter care until grandma arrives. 3. Dad is arrested for an outstanding warrant. It is known he will be released from jail following his court hearing on Monday. Children need shelter care for four nights. 4. Mom is under the influence and engages in a dispute at a hotel. Law enforcement calls the Human Service Zone for assistance. Mom states her sister can come stay with her, but she cannot arrive until tomorrow. Children need shelter care for one day. 	<p>Respite care may be needed when:</p> <ol style="list-style-type: none"> 1. Child is destroying property; child and foster care provider both need a weekend to regroup. 2. Child's behaviors challenge daily routine; foster care providers need a weekend break. 3. Foster care provider is attending a family event and the child in foster care is autistic with a feeding tube, his needs exceed his ability to comfortably join the family for the weekend. 4. Unlicensed grandma is caring for twin toddlers who require extra supervision. Grandma is tired and could benefit from two afternoons per week. 5. A mother of a substance exposed newborn would like to participate in day treatment services and needs a break from the high demands of her baby. Respite is provided for six hr/wk. 	<p>Substitute care may be needed when the licensed foster care provider is:</p> <ol style="list-style-type: none"> 1. Going on vacation for a week, 2. Attending a funeral out of town and will be gone all weekend, 3. Having a medical procedure and would benefit from 4 days of support and coverage, 4. Attending a concert overnight, 5. Going to a wedding where children are not invited, 6. Transporting a child to a medical procedure out of state and cannot take all of the children with them, 7. Painting bedrooms and spring cleaning, and do not want kids in the home for the weekend.

