

Foster Care Annual Licensing Review Process

(FY2016 Appropriation Act - Public Act 84 of 2015)

January 15, 2016

Sec. 532. (1) *The department, in collaboration with representatives of private child and family agencies, shall revise and improve the annual licensing review process and the annual contract compliance review process for child placing agencies and child caring institutions. The improvement goals shall be safety and care for children. Improvements to the review process shall be directed toward alleviating administrative burdens so that agency resources may be focused on children. The revision shall include identification of duplicative staff activities and information sought from child placing agencies and child caring institutions in the annual review process. The department shall report to the senate and house appropriations subcommittees on the department budget, the senate and house fiscal agencies and policy offices, and the state budget director on or before January 15 of the current fiscal year on the findings of the annual licensing review.*



Michigan Department of
Health & Human Services

RICK SNYDER, GOVERNOR
NICK LYON, DIRECTOR

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During FY 2015, the annual licensing tools were reviewed and modified to ensure references were accurate. The review tools contain the rule language and hyperlinks to the Modified Settlement Agreement and to the child placing agencies' and child caring institutions' contracts to ensure that any findings are consistent with the written requirements. All forms are available online to all agencies/institutions to utilize for self-review and to ensure transparency in the review process. Also during FY 2015, the child placing agency contracts were amended to include cost reporting and training reimbursement requirements. The child caring institution contracts were amended to include the legislative rate increase and the credential requirements for staff providing therapy services.



CHILD PLACING AGENCY CITATIONS FOR 84 ANNUAL VISITS IN FY 2015

Rule Number	Rule Name	Number of Occurrences
Policy		
FOM 722.15	Case Closing	1
FOM 722.16	Young Adult Voluntary Foster Care	2
FOM 722.3	Placement selection and standards	6
FOM 722.5	Case Record	4
FOM 722.6	Case Planning	103
FOM 722.7	Permanency Planning	10
FOM 722.8	Initial service plans	50
FOM 722.9	Updated service plans	36
FOM 801	Health services for foster children	47
FOM 903.9	Case service payments	2
FOM 913.4	Placement resources: CPA reporting requirements	5
FOM 950	The youth in transition program	1
Total Policy Citations		267
Statute		
MCL 722.117	Provisional license	1
MCL 722.119.2.a	Child Abuse Clearances	2
MCL 722.119.2.b	Criminal History Clearances	2
MCL 722.119.3	Central Registry Clearances	1
MCL 722.120	Records inspection and confidentiality	11
Total Statute Citations		17
Modified Settlement Agreement		
MSA VI A	Caseworker qualification	9
MSA VI B	Supervisory qualification	4
MSA VI E	Caseload Standards	15
MSA VII A	Assessments and Service Plans	39
MSA VII A G	Caseworker Contacts and Visits	1
MSA VII B	Supervisory oversight	27
MSA VII D	Family Engagement Model	33
MSA VII E 1	Additional Provisions Regarding Permancy Planning	2
MSA VII G	Caseworker Contacts and Visits	27
MSA VIII B	Provision of Health Services	33
MSA VIII D	Foster and Adoptive Home Recruitment	22
MSA X B	Placement Standards and Limitations	2
Total MSA Citations		214
Rules		
R 400.12202	Policy and Procedures	3
R 400.12205	Required Staff	6
R 400.12206	Staff qualifications	5
R 400.12207	Staff responsibilities	5
R 400.12209	Orientation and training	1
R 400.12212	Personnel records	42
R 400.12213	Record management	1
R 400.12306	Application request	16
R 400.12308	Application submission	4
R 400.12310	Initial evaluation	6
R 400.12311	Foster parent/agency agreement	12
R 400.12312	Foster parent training	15
R 400.12313	Behavior management policy	19

R 400.12314	Religion policy	8
R 400.12315	Communication	17
R 400.12316	Special Evaluation	27
R 400.12317	Foster home record	6
R 400.12319	Substitute care policy	1
R 400.12324	Reevaluation	58
R 400.12325	License recommendation	26
R 400.12326	Borrowed home	61
R 400.12327	Special Evaluation	54
R 400.12328	Foster home record	8
R 400.12403	Policy and procedures	4
R 400.12404	Placement	97
R 400.12405	Change of placement	79
R 400.12409	Education policy	2
R 400.12413	Medical and dental care policy	58
R 400.12417	Foster parent information	80
R 400.12418	Development of service plans	93
R 400.12419	Initial service plans	16
R 400.12420	Updated service plans	13
R 400.12421	Visitation and parenting time	6
R 400.12422	Foster care record	9
R 400.12502	Program statement	8
R 400.12503	Policy and Procedures	5
R 400.12504	Eligibility requirements	9
R 400.12505	Supervision	9
R 400.12506	Education/vocational training/employment	1
R 400.12507	Medical/dental and mental health care	2
R 400.12508	Termination	13
R 400.12509	Independent living record	19
R 400.12510	Indepent living contract	14
R 400.12511	Termination	18
R 400.12604	Orientation and application	12
R 400.12605	Adoptive evaluation	28
R 400.12606	Agency recommendation	1
R 400.12607	Agency recommendation	2
R 400.12702	Program statement	1
R 400.12705	Release	5
R 400.12707	Orientation	1
R 400.12708	Child evaluation	1
R 400.12709	Placement selection	2
R 400.12710	Adoptive parent information	19

Total Rule Citations

1028

Grand Total Contracted CPA Citations FY 2015

1526



CHILD CARING INSTITUTION CITATIONS FOR 136 ANNUAL VISITS IN FY 2015

Rule Number	Rule Name	Number of Occurrences
Policy		
FOM 722.1	Entry into Foster Care	1
FOM 722.8	Initial service plan	1
FOM 802.1	Authority to Consent	1
JR2 200	Required Signatures	1
JR3 340	Consent	1
Total Policy Citations		5
Statute		
MCL 722.119.1.a	Child Abuse Clearances	1
MCL 722.119.1.b	Criminal History Clearances	1
MCL 722.119.2.a	Child Abuse Clearances	2
MCL 722.119.2.b	Criminal History Clearances	2
MCL 722.119.3	Central Registry Clearances	10
Total Statute Citations		16
Modified Settlement Agreement		
MSA VIII B	Supervisory Oversight	2
MSA XI B 1	Corporal Punishment and Seclusion/Isolation	1
Total MSA Citations		3
Rules		
R 400.4108	Financing and Audit	2
R 400.4109	Program Statement	9
R 400.4113	Employee Records	48
R 400.4114	Tuberculosis Screening for Employees and Volunteers	18
R 400.4126	Sufficiency of Staff	2
R 400.4128	Initial Staff Orientation and Ongoing Staff Training	29
R 400.4141	Initial Documentation	24

R 400.4144	Education/Admission Health screening; Physical Examinations	10
R 400.4146	Personal Possessions and Money; Immunizations	1
R 400.4147	Clothing/dental Care	1
R 400.4152	Behavior Management Rooms; Policies and Procedures/Initial Docs	14
R 400.4160	Health Services; Policies and Pprocedures	3
R 400.4167	Case Record Maintenance	1
R 400.4176	Recreational Activities, Equipment, and Supplies; Swimming Restriction	1
R 400.4232	Admission Physical Examination	2
R 400.4237	Resident Assessment	3
R 400.4238	Discharge Plan	2
R 400.4332	Admission Physical Examination	5
R 400.4334	Immunizations	6
R 400.4335	Dental Care	1
R 400.4336	Initial Service Plan	38
R 400.4337	Updated Service Plan	15
R 400.4338	Content of Discharge Service Plan	43
R 400.4407	Facility and Premises Maintenance	12
R 400.4420	Food service Facilities, Equipment, and Procedures	1
R 400.4431	Heating Equipment	1
R 400.4527	Sprinkler Systems	1
R 400.4538	Means of Egress	1
R 400.4543	Doors	1
R 400.4552	Heating Devices	1
R 400.4559	Combustible Storage	1
R 400.4623	Smoke Detection Equipment	1
R 400.4652	Heating Devices and Flame-Producing Devices	1
Total Rule Citations		299

Residential Contract Violations		1
RFCAN Basic Residential Care		1
RFCAN Education		3
RFCAN Independent Living Preparation		1
RFCAN Intervention with Parents and Coordinating Activities to Assure the Involvement of the Childs Family		9
RFCAN Reporting		8
RFCAN Transitional Service With The Child Following Discharge		1
RFCJJ Basic Residential Care		2
SHFC Mental Health Services		1
SHFC Reporting		1
SHFC Staff Training		28
Total Contract Violations		
Grand Total Contracted CCI Citations FY 2015		351