

How do I let new foster parents know about health requirements for a child new to foster care?

Sending foster parents a letter describing the health needs and expected timelines for appointments can help ensure that they are working with the foster care worker and the Health Liaison Officer (HLO) to make and keep appointments that the child needs.

Your office might have a template letter like the one below. If not, you can talk with your HLO or supervisor to see if there is a template in use, or copy this template onto letterhead, put information specific to that child in the letter and give to the foster parent at placement. You can also send a copy of the letter to the child's current health care provider and dentist so they will be prepared when the foster parent and/or HLO calls to make the initial comprehensive health exam or the initial dental exam.

Child's Name:
Medicaid ID:
Dental:
MHP:
PCP:
Address:

Dear Caregiver/Foster Parent:

This is a written notification of the Initial Medical and Dental Exams that are required by the Department of Health and Human Services for all children entering Foster Care. In order to decide of the appropriate medical needs and to provide the necessary services for children in care, every child is to receive an Initial Medical Exam and an Initial Dental Exam.

An Initial Medical Exam needs to take place by X/XX/XXXX.
An Initial Dental exam needs to take place by X/XX/XXXX. If the child is not yet 1 years of age at the time of placement; a dental exam will be due within 90 days after their first birthday.

It is very important that the child be seen by their assigned physician and that the forms are returned to the foster care worker within 30 days of when the child was placed in your home. Please ensure that the medical forms are completed in their entirety by the child's physician (dates, legible signatures).

If you have any questions or concerns regarding this letter; or if the child's placement has changed, please contact us at the phone numbers listed below.

Thank you,
Health Liaison Officer