

Checklist Process for Child Foster Care Licensure & Training

- Information Session

- Return the application to St Louis County Foster Care

- Licensor assigned

- Home Safety Inspection

- Home Study Visits with licensor: This takes between 4 & 6 hours of actual interview time. It is usually accomplished within 4 – 6 weeks, depending on the schedules of the people involved.

- Completion of Licensing Requirements including:
 - Rule 2960 is reviewed
 - Completion of criminal background study and fingerprints
 - Three personal reference letters are returned
 - Licensing statements including: Medical statement, CD statement, FH Complaint & Grievance Procedure, FH Drug & Alcohol Policy, FH Emergency Procedures
 - Identified home safety issues are addressed
 - Statement of Intended Use form
 - Agreement form Between Foster Parent and Agency is signed

- Orientation Training: This is two classes face to face (3 hours each)

- SIDS, Shaken Baby DVD training: prior to placement for those caring for children under the age of 6 years (1 hour)
- Children's Mental Health DVD training: all Foster Parents (3 hours)

- Child Passenger Restraint: face to face training prior to placement for children under age 9 (3 hours)

- Child Foster Care licensing social workers will return completed application to DHS within 20 working days.

- Core Training: 5 other core topic areas – at least 2 hours in each area in the first year.

- Each licensing year thereafter each person on the license needs to get at least 12 hours of training per year.