

922 KAR 1:340 Child Placing Survey Tool

| Yes | No | N/A | Regulatory Requirement | Tag # |
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| Administration and Operation Section 2 | | | | |
| | | | Licensing procedures for an independent living program shall be: <ul style="list-style-type: none"> <input type="checkbox"/> Compliance with 922 KAR 1:310 for a private child-placing agency <input type="checkbox"/> Meet the requirements of 922 KAR 1:310, Section 16 <input type="checkbox"/> Administered pursuant to 922 KAR 1:305 | 5500 |

NOTES:

| Yes | No | NA | Regulatory Requirement | Tag # |
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| Independent Living Program Section 3 | | | | |
| CHILD'S NAME: _____ DOB: _____ DOP: _____ LOC: _____ | | | | |
| | | | Agency providing IL Programming shall be in compliance with 922 KAR 1:310, Section 16, and staff shall within 14 days of placement, conduct/document an assessment tool of child's skills & knowledge: DATE: _____ <ul style="list-style-type: none"> <input type="checkbox"/> Money management and consumer awareness <input type="checkbox"/> Job Search skills <input type="checkbox"/> Job Retention Skills <input type="checkbox"/> Use of and access to: Community resources, Housing, Transportation <input type="checkbox"/> Educational planning <input type="checkbox"/> Emergency and safety skills <input type="checkbox"/> Legal knowledge <input type="checkbox"/> Interpersonal skills, including communication skills <input type="checkbox"/> Health care knowledge, including knowledge of nutrition <input type="checkbox"/> Human development knowledge, including sexuality <input type="checkbox"/> Management of food, including food preparation <input type="checkbox"/> Ability to maintain personal appearance <input type="checkbox"/> Housekeeping and <input type="checkbox"/> Leisure activities | 5511 |
| | | | The Individual Treatment Plan(ITP) of a child in the ILP shall be: <ul style="list-style-type: none"> <input type="checkbox"/> Developed within 30 calendar days of placement DATE: _____ <input type="checkbox"/> Updated quarterly Must include: <ul style="list-style-type: none"> <input type="checkbox"/> Educational, job training, housing and independent living goals <input type="checkbox"/> Objectives to accomplish goals <input type="checkbox"/> Methods of service delivery necessary to achieve a goal and an objective <input type="checkbox"/> Persons responsible for each activity <input type="checkbox"/> Specific timeframes to achieve the goals/objectives <input type="checkbox"/> Discharge plan/Aftercare plan/Plan for services from community resources | 5521 |
| | | | Maintain written policies/procedures for the ILP | 5531 |

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| | | <p>IL Staff shall have documented training within 30 days of employment on: DATE: _____</p> <ul style="list-style-type: none"> <input type="checkbox"/> Content of IL curriculum <input type="checkbox"/> Use of IL materials <input type="checkbox"/> Application of the assessment tool <input type="checkbox"/> Documentation methods used by the agency | 5541 |
| | | <p>Maintain and teach IL in accordance with 42 U.S.C.677 (a), including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Money management and consumer awareness <input type="checkbox"/> Job search skills <input type="checkbox"/> Job retention skills <input type="checkbox"/> Educational planning <input type="checkbox"/> Community resources <input type="checkbox"/> Housing <input type="checkbox"/> Transportation <input type="checkbox"/> Emergency and safety skills <input type="checkbox"/> Legal skills <input type="checkbox"/> Interpersonal skills, including communication skills <input type="checkbox"/> Health care, including nutrition <input type="checkbox"/> Human development, including sexuality <input type="checkbox"/> Food management, including food preparation <input type="checkbox"/> Maintaining personal appearance <input type="checkbox"/> Housekeeping <input type="checkbox"/> Leisure activities <input type="checkbox"/> Voting rights and registration <input type="checkbox"/> Registration for selective service, if applicable <input type="checkbox"/> Self-esteem <input type="checkbox"/> Anger and stress management <input type="checkbox"/> Problem-solving skills; and <input type="checkbox"/> Decision-making and planning skills | 5551 |
| | | <p>Social services worker (SSW) from an ILP shall:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Be responsible for a child 16-18 years of age in an ILP and provide supervision in accordance with the child's supervision plan <input type="checkbox"/> Be available for 24/7 crisis support for a child in the ILP, regardless of the child's age <input type="checkbox"/> Have daily face-to-face contact with a child age 16-18 in the ILP <input type="checkbox"/> Have a minimum of one (1) face-to-face, in-home contact per week for a child age 18-21 in the ILP | 5561 |
| | | <p>Conduct a visual and exploratory review of a child's living unit monthly and include a review for: Safety, use of alcohol and illegal contraband</p> <p>Jan_____ Feb_____ Mar_____ Apr_____ May_____ June_____</p> <p>July_____ Aug_____ Sept_____ Oct_____ Nov_____ Dec_____</p> | 5571 |
| | | <p>Maintain a caseload of no more than 10 children, including ILP</p> <ul style="list-style-type: none"> <input type="checkbox"/> Participants 16-21 years of age, and <input type="checkbox"/> Participants' children assigned to a Level of Care of III or higher in accordance to 922 KAR 1:360 | 5581 |
| | | <p>Document annual compliance with fire and building codes for any living unit in which the agency places a child</p> | 5591 |
| | | <p>A living unit for a child in an ILP shall be occupied by only a child or children approved to occupy the living unit by the agency. All nonresidents shall be asked to vacate the living unit</p> | 5601 |

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| | | <p>Agency shall assure and document that the living unit of a child in an ILP:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Does not present a hazard to the health and safety of the child <input type="checkbox"/> Is well ventilated and heated <input type="checkbox"/> Complies with state/local health requirements regarding water and sanitation | 5611 |
| | | <p>Agency shall maintain documentation for each child concerning:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assistance to the child in finding\keeping in touch with family, if possible <input type="checkbox"/> Physical and behavioral health services received by the child <input type="checkbox"/> Progress each child had made in the ILP, including IL services received <input type="checkbox"/> Progress in an educational program, including vocational education <input type="checkbox"/> Assessment of the child's readiness to live independently; and <input type="checkbox"/> SSW's contacts with the child, including observation of the child's living arrangement | 5621 |

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