



## RFA in LA

# BECOMING A RESOURCE FAMILY

## Next Steps for Approval of Relatives and Non-Related Extended Family Members

Now that you have taken Emergency Placement of a child, the placing Children's Social Worker (CSW) will refer you for Resource Family Approval (RFA) to be completed by DCFS. It is required that you complete and sign the RFA 01A, Resource Family Application, in order to receive funding for the child from the time of placement. **In order to approve you as a resource parent, DCFS must complete a comprehensive assessment and prepare a written report within 90 days of the child's placement.** Our goal is to work with you to complete your approval within this time frame.

Please complete and sign the RFA 01A and give it to the CSW making the emergency placement. This form will allow DCFS to refer you to a Community Based Organization (CBO) contracted with DCFS. The CBO will assist you through the RFA Process. Here is what is required for your home to become approved:

### Step 1 – In-Home Orientation and Complete Application

Within 5 days, your CBO will schedule a time to meet with you in your home. Your assigned CBO will provide you with an in-home orientation for RFA and will have you review your completed RFA Application for any necessary changes.

### Step 2 – Complete Home Environment Assessment

At the appointment in your home, the CBO will make sure your home passes a basic health and safety inspection and provides a suitable environment for children placed with you by DCFS.

### Step 3 - Complete Background Checks

DCFS will arrange for you to submit electronic fingerprints (called Live Scan). The live scan must be completed within three (3) days of placement and DCFS and your CBO will assist you with any additional information necessary to request a criminal background clearance.

### Step 4 – Attend Pre-Approval RFA Training

Caregivers are required to attend 12 hours of pre-approval RFA training. This RFA training program will provide you with valuable information about the foster care system, the needs of children, and what it means to be a Resource Family. Your assigned CBO will arrange for you to complete your RFA pre-approval training.

### Step 5 – Complete Family Evaluation

A DCFS Social Worker will schedule an appointment with you and your family to begin the Psycho-social Assessment process. This assessment will assist in determining your readiness to provide a safe and stable home environment for children who cannot safely live with their own families. The purpose of this assessment is to discuss your family's personal history, interests and lifestyles, childcare experiences, the types of children you feel would best fit in your home, and your strengths and skills in meeting the children's needs.

**Step 6 - Approval and Placement**

Once you have completed the above steps, you will then receive a Resource Family Certificate of Approval. To maintain your approval, an annual update will be completed with you and you must complete 8 hours of annual post-approval training each year. Cardiopulmonary Resuscitation (CPR) and first aid training must be completed no later than 90 days following Resource Family approval.

Additional services to support you in meeting the child's needs (such as monthly financial and medical assistance, child care, respite care services, support groups, etc.) are available.