

Policy Area:	Service Delivery
Policy # & Name:	5.24 Family and Caregiver Screening
Group:	Children's Services Staff, Contracted Caregivers, Foster Families, Respite Families
Purpose:	To practice due diligence to ensure the safest possible respite environment for children receiving respite, their families, and their caregivers.
Policy Statement:	The safety of the children, families and caregivers on our Programs is extremely important to Community Ventures Society. To ensure the safest possible respite environment for everyone involved, CVS conducts thorough background checks on all adult members of any household where respite will occur.
Practice Standards:	<p>CVS follows the standards set by MCFD regarding background and Criminal Record Checks for our respite caregivers and foster families.</p> <p>CVS complies with local Municipal and Provincial laws regarding obtaining Criminal Record Checks for our respite caregivers.</p> <p>CVS requires caregivers to produce a government-issued photo ID (i.e. BCDL, BCID, passport) at their intake interview so we can confirm their identity. A copy of this ID is kept in the caregiver's file.</p> <p>CVS conducts a home study, home safety inspection, and reference checks on all caregivers and foster parents before placing a child in the home. We obtain copies of certifications for first aid/CPR as well as any other pertinent training, confirmation of minimum required vehicle insurance, and copies of driver's abstracts.</p> <p>In cases where a caregiver will be required to provide respite care in a child's home, CVS collects background information, including Criminal Record Checks, on all adults aged 19 and over living in the home, to ensure no one in the home poses a risk to the caregiver.</p>
Policy Audit:	March Annually
Date Issued:	February 2011
Date Revised:	
Position Responsible:	Children's Services Manager and Respite Coordinators
References:	<ul style="list-style-type: none"> ✓ MCFD Caregiver Support Service Standards ✓ BC Criminal Records Review Act