

Section: Family and Children's

Subject: Alternate Care – Notice of Removal and “Bed holding”

Title: Notice of Removal and “Bed Holding” Policy

- I. PURPOSE:** According to Chapter 48 Wis. Stats. governing the placement of children and youth in foster care and treatment foster care “...If the child has been in a foster home, treatment foster home or group home for six months or more, the agency shall give the head of the home written notice of intent to remove the child, stating the reason for removal. The child may not be removed before completion of a hearing if requested, or 30 days after receipt of the notice which ever is later, unless the safety of the child requires it or, in a case which the reason for removal is to place the child for adoption. If the safety of the child requires earlier removal 48.19 shall apply.” 48.64(1). It is the intention of this agency to give notice to foster parents when decisions have been made regarding a change in placement and removal of a child from a particular foster home. Best practice would be to give foster parents a thirty day notice if possible. However, there are many situations that arise which make it impossible for a thirty day notice to occur.
- I. APPLICABILITY:** This policy applies to all La Crosse County Foster homes and contracted foster care and treatment foster care providers unless otherwise specified in agency contracts.
- II. DEFINITIONS:** “Bed holding” – a bed is reserved or is being held for a child that is expected to return to that foster placement.
- III. POLICY/PROCEDURE:**
- 1.)** La Crosse County social workers shall file “Notice of Change in Placement” paperwork with the court and send a copy of said notice to the foster parents 10 days prior to removal of the child, per Wis. Stats. 48.357(1) and 938.357(1).
 - 2.)** If emergency conditions exist the agency may remove the child without prior notice, however, notice shall be sent within 48 hours after the emergency change in placement, per Wis. Stats. 48.357(2) and 938.357(2).
 - 3.)** If the child has run away from the foster home, placement ends on the day the child left the foster home. However, the social worker may verbally request of the Alternate Care Supervisor a “bed holding.” “Bed holding” shall not exceed 14 days. The foster home will be paid the established daily rate for that specific child when “bed holding” has been authorized. If the child has not returned to the foster home within the 14 day period the ongoing social worker shall complete a removal form and the placement officially ends on that date.
 - 4.)** If the youth in placement has been waived to adult court and court ordered to jail or a correctional facility, foster parents will be given immediate notice and given payment for seven days of the child specific rate. Foster parents are typically involved in the court process when juveniles are in placement and should be notified by the social worker of the potential for removal of the child due to incarceration.
 - 5.)** If a youth placed in foster care has been detained in non-secure or secure detention and a foster parent refuses to take the child back, placement ends on that day and the social worker should complete a removal form. The foster

parents have three calendar days to notify the social worker if they have changed their minds.

- 6.) If a child has been in placement with a foster home, treatment foster home or group home for 6 months or longer written notice in the form of a “Notice of Change in Placement” or a letter shall be sent to the head of the foster home 30 days prior to the removal of the child.

VI. METHOD OF REVIEW: This policy shall be reviewed in November of every year.
EFFECTIVE: 11/1/00
REVISED: 12/1/00
APPROVED: NANCY POHLMAN 11/1/00, 12/1/00