

Name: _____

Date: _____

DFW Church Relief Care Network

Thank you for your interest in providing Relief Care. We appreciate your support of foster and adoptive families in your community. The DFW Church Relief Care Network is a partnership between DFW Churches and the following Foster Care and Adoption Agencies: Arrow Child and Family Ministries, Buckner Children and Family Services; Covenant Kids, Kornerstone, and Methodist Children's Home.

To become a Relief Care provider, you will need to complete each of the items listed below and turn in all applicable documentation to the lead agency for your training. Relief Care providers must be at least 18 years of age. If you have questions, please don't hesitate to let us know how we can help.

The items that you will need to turn-in/complete are:

- Completed Application & Background Check Form
- Completed Relief Care Provider Questionnaire
- Signed Confidentiality Agreement
- Signed Discipline Policy
- Signed Environmental & Safety Acknowledgement
- Copy of Applicant's Driver's License
- Copy of Applicant's Social Security Card
- TB Test showing Negative for TB in the past 12 months
- CPR/First Aid certification that includes Adult/Child/Infant CPR & Basic First Aid
- Complete Relief Care Training Workshop
- Completed Letter of Reference provided by Church Leadership (staff or lay leader)

The Lead Agency for your training group is:

- Arrow Child and Family Ministries
Contact: Amber Chacko, 817-695-5857, amber.chacko@arrow.org
- Buckner Children and Family Services
Contact: Kim Naleid, 214-321-4530, knaleid@buckner.org
- Covenant Kids
Contact: Family Development Asst, 817-516-9100 ext. 108, preservice@covenantkids.org
- Kornerstone
Contact: Becky Forbes, 817-276-9009 ext. 124, b.forbes@kornerstone.org
- Methodist Children's Home
Contact: Mary Carpenter, 972-480-8772, mcarpenter@mchoutreach.org

** Your information will be shared by all partner agencies so that you may provide Relief Care for children in homes verified by each agency.**

Last Updated 9/21/2010

Relief Care Provider Questionnaire for DFW Church Relief Care Network

****This information will be shared with the churches in the DFW Church Relief Care Network****

Name: _____ Date: _____

Church (if any): _____ Foster/Adopt Ministry (if any): _____

Email: _____ Home Phone: _____

Cell Phone: _____ Work Phone: _____

City: _____ County: _____

Household Members:

Name	Gender	Age	Name	Gender	Age
_____			_____		
_____			_____		
_____			_____		

What motivated you to become a Relief Care Provider? : _____

What type of children are you looking to work with? Please identify any specifics:

Age Range: _____ Gender(s): _____

Races: _____ # of Children: _____

Yes No I am able to assist foster parents in transporting foster children to court, school, and medical appointments.

Please read through the following list carefully and mark which child characteristics you do NOT feel comfortable working with (please feel free to circle or write in specific issues):

- Verbal Aggression (yelling, cursing, name calling, racial comments)
- Special Medical Needs (diabetic routine, g-tube, wheelchair bound)
- Physical Aggression (hitting, kicking, biting, throwing things)
- Bathroom Issues (bed wetting, urinating or soiling self)
- Self-harming Behaviors (cutting self, head banging)
- Learning Disabilities and/or Mental Retardation
- School Issues (truancy, failing classes)
- Other: _____
- Inappropriate Sexual Behaviors
- Temper Tantrums
- Developmental Delays
- Juvenile Justice History
- History of Substance Use

What type of discipline methods do you feel are effective with children? Please specify what techniques you would use with children of different ages.

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Confidentiality Agreement for DFW Church Relief Care Network

One of your most important responsibilities is to ensure the confidentiality of the children in your care. Whatever information is given to you is strictly confidential and is not to be shared. This includes background information such as why the children are in foster care. We do realize that some information may need to be shared with other professionals working with the child and others significantly responsible for the child's care. If in doubt about what should be discussed or with whom, please call the child's foster parents or a representative from the Relief Care Network. Keeping the child's life experiences confidential is a true demonstration of respect for the child. This is always an area where foster parents, case workers and child care providers must exercise care.

The staff, volunteers, independent contractors, foster parents, and relief care providers will, as far as possible, guarantee confidentiality and privacy in regard to care, treatment, records and discussions about any persons served. The very fact that an individual is served by this organization is kept private or confidential.

Disclosure of confidential information will and must be made to appropriate persons outside of the DFW Church Relief Care Network when:

- A child is believed to present an imminent danger to self or others;
- A child is being, or is suspected of being abused; or
- As otherwise required by law

By signing below, I agree to abide by the DFW Church Relief Care Network's Confidentiality Agreement for any and all children placed in my care for any length of time.

Signature

Date

Print Name

Discipline & Guidance Policy for DFW Church Relief Care Network

- ◆ Discipline must be:
 - (1) Individualized and consistent for each child;
 - (2) Appropriate to the child's level of understanding; and
 - (3) Directed toward teaching the child acceptable behavior and self-control.

- ◆ A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:
 - (1) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior;
 - (2) Reminding a child of behavior expectations daily by using clear, positive statements;
 - (3) Redirecting behavior using positive statements; and
 - (4) Using brief supervised separation or time out from the group, when appropriate for the child's age and development, which is limited to no more than one minute per year of the child's age.

- ◆ There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:
 - (1) Corporal punishment or threats of corporal punishment;
 - (2) Punishment associated with food, naps, or toilet training;
 - (3) Pinching, shaking, or biting a child;
 - (4) Hitting a child with a hand or instrument;
 - (5) Putting anything in or on a child's mouth;
 - (6) Humiliating, ridiculing, rejecting, or yelling at a child;
 - (7) Subjecting a child to harsh, abusive, or profane language;
 - (8) Placing a child in a locked or dark room, bathroom, or closet with the door closed; and
 - (9) Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age.

Texas Administrative Code, Title 40, Chapters 746 and 747, Subchapters L, Discipline and Guidance

My signature verifies I have read and received a copy of this discipline and guidance policy.

Signature

Date

Print Name

Check one please:

parent

household member of child-care home

employee/caregiver

other: Relief Care Provider

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Last Updated 9/21/2010

Environmental & Safety Acknowledgement for DFW Church Relief Care Network

As a Relief Care provider, I agree to abide by the following, while foster children are placed in my home:

Initial:

_____ * I agree to keep all chemicals and cleaning supplies stored safely out of the reach of children.

_____ * I agree to not allow foster children to jump on trampolines.

_____ * I agree to store all medications out of reach of children.

_____ * I agree to transport children in vehicles abiding by all laws and following all safety recommendations for car seats, seatbelts, not riding in the back of trucks, etc.

_____ * I agree not to smoke inside the home or car while foster children are present.

_____ * I agree to not allow foster children to sleep in the same room with a member of the opposite sex or a person over age 18, provided that a foster child under 12 months of age is permitted to sleep in a bedroom with one or more Relief Care Providers.

_____ * I agree to keep firearms stored unloaded and inaccessible with ammunition stored separately and inaccessible while foster children are present. It is preferable that weapons and ammunition be stored in a locked location.

If weapons are stored within the home, please describe how they are stored: _____

_____ * I agree to maintain functioning smoke detectors in the home while foster children are present. It is preferable that at least one functioning dry chemical fire extinguisher be present.

_____ * If children will be swimming, riding on go-carts, jumping in a bounce house, or participating in any other type of potentially dangerous recreational activity, I agree to communicate with the foster parent of the child(ren) prior to doing so. Children will never be unattended or unsupervised during swimming or any other recreational activity. I agree to keep children safe during all recreational activities.

_____ * I agree to keep the home free of basic safety hazards while foster children are present, such as yard equipment, dangerous tools, broken furniture and dangerous substances, and to observe all age appropriate safety standards, such as electrical outlet covers, baby gates, etc.

Signature

Date

Print Name

