

Resource Family Approval (RFA) – Changes for Written Directives (WD) 5.0

1. Training:

- CPR/First Aid moved to post-approval, but required within 90 days of approval.

2. Interviews of Applicants and Other Adults in the Home:

- Reduced the minimum number of required interviews with individual applicants from three face-to-face, to two face-to-face. If there is a joint applicant, then one individual interview and one joint interview must be done.
- For “other adults in the home”, only a minimum of one face-to-face interview is required, but that may be accomplished via Skype, Facetime or other audio/visual communication if unable to meet in person. The county has the option to determine if that interview with the other adult is necessary for approval.

3. Health Screen and TB Screen:

- A new health care questionnaire has been developed the applicant can self-attest to. This replaces the old RFA 03 form for which an applicant would need a TB test/screen prior to approval. County option to require a doctor to sign off on the applicant's health via a screening if the county has concerns.
- TB Screen was removed as an approval requirement.

4. References: Reduced the number of references that must be provided from three to two, and it is a county option to obtain information from these references as part of the approval.

- Note: The WDs allow that, if the applicant is unable to provide references, the application may still be approved but the county must evaluate the reasons for not providing references.

5. Psychosocial Assessment: CDSS renamed the psychosocial evaluation to “Family Evaluation.” The Written Report resulting from the interviews for the family evaluation is streamlined. The template Written Report will be updated to reflect these items. Removed/changed items include:

- Removes discussion of marital status, history of marriages, etc. and replaces it with a simplified description of current relationships and co-parenting roles.
- Removes listing of children living in or outside of the home, information about their custody arrangements, general health, etc. and replaces it with a simple description of parenting experiences.
- Removes characteristics and demographics of a child or Nonminor Dependent best served by the applicant.
- Removes counties asking if the applicant's home address is used by others.

- Removes social support system, and replaces it with a discussion of any additional services needed by the applicant to meet their resource family responsibilities.
6. **Inactive status:** The ability for a family to request to be placed on inactive status.
- Family would not be required to adhere to the WD requirements while on inactive status.
 - Cannot exceed two years.
 - An annual update is needed to remove the family off inactive.
7. **Portability:** An All County Letter on Portability will be forthcoming.
8. **Complaint Investigations:** When conducting an unannounced visit to a resource family's home, the requirement went from three attempts to two.

RFA Implementation/Outreach

Trainings:

- **RFA Academies-** These 4 day academies are for county child welfare or probation workers to learn about the RFA process.
- **Background Assessment Guide (BAG) Roundtable-** Provides guidance on the criminal exemption process for RFA. Attendees can ask questions about the BAG and how to apply it to cases.
- **Quarterly Technical Assistance for RFA (TARFA)** meetings are intended for RFA workers in the counties to come and hear updates, be provided mini trainings and network.
- **Monthly Statewide RFA TA calls-** Held the first Wednesday of every month, counties are able to call in and ask RFA policy related questions. Updates are also provided on policy, trainings etc. The minutes to these calls are posted on the CDSS RFA website.
- **Regional CWDA Learning Collaborative-** Held in each CWDA region. A forum for counties to learn from one another, ask policy questions and hear updates about RFA.
- **RFA Recordings on the CDSS RFA website:**
 - RFA Placements Prior to Approval Audio Presentation
 - RFA Overview Audio Presentation
 - RFA Conversion Audio Presentation
 - RFA QPI California Training Video