

BUTLER COUNTY CHILDREN SERVICES

POLICY NO.: 4.31	SUBJECT: Exit Interviews
OAC: 5101:2-42-65.1	EFFECTIVE DATE: 9/15
	REVISION DATE:

PURPOSE: To establish a policy that requires BCCS to conduct face to face exit interviews with a child (ren) in agency custody when a child exits a foster care placement.

POLICY: BCCS caseworker or designee shall conduct a face to face exit interview with every child age five and older, as developmentally appropriate, within seven days after the child's exit from each foster care placement.

PROCEDURE:

1. Caseworker or designee shall conduct a face to face exit interview with every child age five and older, as developmentally appropriate, within seven days after the child's exit from each foster care placement, group home and/or residential facility.
2. The information gathered during the interview shall be dependent on the age and developmental level of the child. The caseworker's observations and any information to explain the child's responses shall be recorded using the Exit Interview form on the placement record screen in SACWIS.
3. If the child alleges abuse, neglect or any maltreatment during the exit interview, the interviewer shall make a report to the Screeners.
4. If there are concerns identified during the exit interview, the caseworker shall notify the Foster Care Supervisor via email that an Exit Interview was recorded. The Foster Care Supervisor or designee will review the Exit Interview in SACWIS and determine if further action is needed.
5. If deemed necessary by the Foster Care Supervisor or designee, an action plan shall be developed within thirty days of the date the agency became aware of the concern. The plan may include but is not limited to providing more intense supervision, support, or training for the caregiver. If the concern warrants a rule violation investigation, then rule 5101:2-5-28 of the Administrative Code shall apply and may result in more formal enforcement, up to and including revocation of the foster home certificate.

Sept 2, 2015

Approval Date:



William Morrison, Director