

	<b>INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE MANUAL</b>	
	<b>Chapter 8:</b> Out-of-Home Services	<b>Effective Date:</b> July 1, 2012
	<b>Section 5:</b> Out of County Placements	<b>Version:</b> 3

**POLICY [REVISED]**

The Indiana Department of Child Services (DCS) will make every effort to place a child in out-of-home care within the county having wardship of the child, unless one (1) of the following circumstances exists:

1. The noncustodial parent resides in another county;
2. A suitable relative caregiver resides in another county;
3. Parental reunification is not an option and/or all efforts of parental reunification have failed and an alternative permanency placement for the child exists in another county;
4. The county of origin does not have an appropriate resource home available;
5. Placement in another county will allow a sibling group to be placed together; and
6. The child requires residential treatment and there is no facility in the county of origin that can meet the child's needs.

The DCS office in the county of origin may place a child in another county if permission is obtained from the DCS local office or the Regional Foster Care Specialist (RFCS) in the county that licensed the home. The RFCS will ensure permission has been obtained for placements outside of their region only. This does not apply to placements involving homes licensed by a Licensed Child Placing Agency (LCPA).

If the resource home is unlicensed, the receiving county has the responsibility for licensing of the home regardless of where the Child in Need of Services (CHINS) petition has been filed.

Code Reference

N/A

**PROCEDURE [REVISED]**

The Family Case Manager (FCM) will:

1. Engage the Child and Family Team (CFT) as partners in the placement planning and decision-making. See separate policies, [8.1 Selecting a Placement Option](#) and [5.7 Family Team Meetings](#);
2. Review the case information and the Child and Adolescent Needs and Strengths Assessment (CANS) result with the Supervisor, DCS Local Office Director (LOD) and the CFT to assure that a less restrictive placement is not appropriate or there is no other placement available to meet the child's needs;
3. Present the Supervisor and the LOD with information regarding the child's needs and reason(s) for recommending out-of-county placement (include the name of the recommended resource family home).
4. Develop a Visitation Plan for the child with the parent, guardian, or custodian. See separate policy, [8.12 Developing the Visitation Plan](#); and

5. Obtain court approval prior to making the out-of-county placement.

The Supervisor in the placing county will:

1. Review with the FCM the child's needs, the recommended resource family home, and any additional information to support the recommendation for out-of-county placement; and
2. Assure that all involved parties (e.g., FCM, RFCS, LOD and Regional Managers in the placing and receiving counties, etc.) know what arrangements have been made for supervision of the home and visitation of the child.

The RCFS will:

1. Review the case information and the Child and Adolescent Needs and Strengths Assessment (CANS) result with the FCM to assure that less a restrictive placement is not appropriate or there is no other placement available to meet the child's needs;
2. Present the Supervisor and the LOD with information regarding the child's needs and reason(s) for recommending out-of-region placement (include the name of the recommended resource family home).
3. Obtain court approval prior to making the out-of-region placement.

#### **PRACTICE GUIDANCE [NEW]**

##### **Licensing Out of County Homes**

If a relative resource home is located outside the county where the CHINS petition has been filed, DCS will require the county of the relative's residence to license the qualified relative home regardless of where the CHINS petition has been filed. DCS will license the qualified relative in the county where the relative's home is located.

#### **FORMS AND TOOLS**

[Tool 8.A Placement Needs Summary](#)

#### **RELATED INFORMATION [REVISED]**

##### **Out of State Placements**

This policy does not apply to out-of-state or emergency shelter placements. See separate policy, 8.4 Emergency Shelter & Residential Care Review and Approval.