

**Georgia Division of Family and Children Services
Foster Parent Grievance Notification: Step One**

This form serves as the official notification of grievance to your County Director (STEP ONE). It **MUST** accompany any other letters or documentation that you may wish to provide for review.

IDENTIFYING INFORMATION

NAME (Primary Foster Parent)		
NAME (Secondary Foster Parent)		
STREET ADDRESS (LINE 1)		
STREET ADDRESS (LINE 2)		
CITY		
COUNTY		
ZIP		
CELL PHONE		
WORK/ALTERNATE PHONE		
EMAIL ADDRESS		
	Do you agree to receive notice via email: Yes No	
CHILDREN INVOLVED (Full name and date of birth required for each child):		
NAME	DOB	LEGAL COUNTY

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GRIEVANCE SUMMARY

Briefly indicate your complaint concerns:

PRIOR ATTEMPTS TO RESOLVE CONCERNS:

Briefly describe any prior attempts to resolve your concerns

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FOSTER PARENT BILL OF RIGHTS

Of the 23 Foster Parent Bill of Rights, please check the box of Foster Parent Right(s) for which you have a grievance. Summarize your related complaint.

1. The right to be treated by DFCS and other partners in the care of abused children with dignity, respect, and trust as a primary provider of foster care and a member of the professional team caring for children in foster care;

2. The right not to be discriminated against on the basis of religion, race, color, creed, gender, marital status, national origin, age, or physical handicap;

3. The right to continue with his/her own family values and beliefs, so long as the values of the child and birth family are not infringed upon and consideration is given to the special needs of children who have experienced trauma and separation from their families. This shall include the right to exercise parental authority within the limits of policies, procedures, and other directions of DFCS and within the limits of the laws of the State of Georgia;

4. The right to receive both standardized pre-service training (including training in DFCS policies and procedures) and appropriate ongoing training (by DFCS or the placing agency) at appropriate intervals to meet mutually assessed needs of the child, to improve foster parents' skills, and to apprise foster parents of any changes in policies and procedures of DFCS and any changes in applicable law;

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5. The right to be apprised of information, laws, and guidelines on the obligations, responsibilities and opportunities of foster parenting, and to be kept informed of any changes in laws, policies and procedures regarding foster parenting (by DFCS) in a timely manner and at least annually;

6. The right to receive timely financial reimbursement according to the agreement between the foster parents and DFCS from funds appropriated by the General Assembly and to be notified of any costs or expenses for which the foster parent may be eligible for reimbursement. Grievances may include the following:
- a. The County Department with financial responsibility for the child fails to provide reimbursement for the child in care in accordance with established per diem rates.
 - b. The County Department with financial responsibility for the child fails to provide reimbursement for the child in care in accordance with established clothing allowances for initial clothing, annual clothing, and special clothing.
 - c. The County Department with financial responsibility for the child fails to provide reimbursement for supplemental supervision (approved childcare) for working foster parents in accordance with State rates and policy.
 - d. The County Department with financial responsibility for the child fails to pay concurrent per diem to foster parents when the absence of the child is planned and purposeful [e.g., visits with a parent or relative, pre-placement visits to another home or facility, hospitalization, admission to other institutions for evaluation, camp, respite, Independent Living Program (ILP) activities and runaway (provided the foster parent is willing to have the child returned)].

7. The right to receive information from DFCS on how to receive services and reach personnel 24 hours per day, seven days per week;

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8. The right, prior to the placement of a child, to be notified of any known issues relative to the child that may jeopardize the health and safety of the foster family or the child or alter the manner in which foster care should be administered;

9. The right to discuss known information regarding the child prior to placement. DFCS will provide such information as it becomes available as allowable under state and federal laws. Grievance may include the following:

The County Department denies the foster parent reasonable access to non-identifying information from the placement or child protective services record with respect to any child who has been placed in the care of the foster parents or for whom foster care is being sought.

10. The right to refuse placement of a child in the foster home or to request, upon reasonable notice, the removal of a child from the foster home without fear of reprisal or any adverse effect on being assigned any future foster or adoptive placements;

11. The right to receive any information through DFCS regarding the number of times a foster child has been moved and the reasons therefore; and to receive the names and telephone numbers of the previous foster parents, if the previous foster parents authorized such release and as allowable under state and federal law;

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12. The right, at any time during which a child is placed with the foster parent, to receive from DFCS, any and all additional pertinent information relevant to the care of the child;

13. The right to be provided with a written copy of the individual treatment and service plan concerning the child in the foster parent's home and to discuss such plan with the case manager, as well as reasonable notification of any changes to that plan;

14. The right to participate in the planning of visitation with the child and the child's biological family, with the foster parents recognizing that visitation with his/her biological family is important to the child;

15. The right to participate in the case planning and decision-making process with DFCS regarding the child;

16. The right to provide input concerning the plan of services for the child and to have that input considered by the Department;

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17. The right to communicate for the purpose of participating in the case of the child with other professional teams who work with such child within the context of the professional team, including, but not limited to, therapists, physicians, and teachers, as allowable under state and federal law;

18. The right to be notified in advance, in writing, by DFCS or the court of any hearing or review where the case plan or permanency of the child is an issue, including periodic reviews held by the court or by the Judicial Citizen Review panel, hearings following revocation of the license of an agency which has permanent custody of a child, and permanency hearings;

19. The right to be considered, where appropriate, as a preferential placement option when a child who was formerly placed with the foster parents has reentered the foster care system;

20. The right to be considered, where appropriate, as the first choice as a permanent parent or parents for a child who, after 12 months of placement in the foster home, is released for adoption or permanent foster care;

21. The right to be provided a fair and timely investigation of complaints concerning the operation of a foster home;

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22. The right to an explanation of a corrective action plan or policy violation relating to foster parents; and

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23. The right to the extent allowed under state and federal law, to have an advocate present at all portions of investigations of abuse and neglect at which an accused foster parent is present. Child abuse and neglect investigations shall be investigated pursuant to DFCS policies and procedures, and any removal of a foster child shall be conducted pursuant to those policies and procedures. DFCS will permit volunteers with the Adoptive and Foster Parent Association of Georgia (AFPAG) to be educated concerning the procedures relevant to investigations of alleged abuse and neglect and the rights of accused foster parents. After such training, a volunteer will be permitted to serve as an advocate for an accused foster parent. All communication received by the advocate in this capacity shall be strictly confidential.

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RESOLUTION SOUGHT:

Please explain the outcome you are seeking:

Primary Foster Parent Signature

Date

Secondary Foster Parent Signature

Date

This form and supporting documents should be hand-delivered, mailed, faxed or emailed to your County's Director.

Please indicate how the grievance was submitted and date:

☐ Hand-delivered ☐ Faxed ☐ Emailed ☐ Mailed

Date _____