



# Levels of Licensure Enhancements Highlights

## General changes that apply to all stakeholders:

- There will now be Levels of Licensures that are classifications of family foster homes licensed by the Department of Children and Families.
  - Level I-** Child specific foster home
  - Level II-** Non-child specific foster home
  - Level III-** Safe foster home for victims of human trafficking
  - Level IV-** Therapeutic foster home
  - Level V-** Medical foster home
- Relatives, Non-Relatives, and Fictive Kin can now be licensed in FSFN as a Level I foster home.
- What was once considered as a “traditional foster home” is now a Level II non-child specific foster home.
- There is a new relationship value of ‘Fictive Kin’ available for documentation in FSFN as applicable.
- All licensed placements, including licensed relatives, non-relatives, and fictive kin will acquire the federal definition of a “foster home”.
- There will be a visible difference in performance dashboards and statewide reporting numbers, because as relatives, nonrelatives, and fictive kin become licensed they will move into the “foster home” category.

**When will changes go into effect?** The new FSFN functionality will go into effect on April 12, 2019.

The following describes the impact to each of the individual stakeholders, not including the changes listed above:

### 1. **Child Protective Investigators**

- There are additional benefits now available to relatives, non-relatives, and fictive kin. The ‘Caregiver Brochure’ will be provided to all caregivers at the time of placement and will explain these additional benefits. This brochure will be provided to the regions prior to Go-Live.

### 2. **Case Managers:**

- Will not need to complete the UHS within the first 45 days from case transfer *if* a licensing home study has been completed on the caregiver.

### 3. **CBC Licensing Specialists:**

- Awareness of the ability to waive non-safety requirements in FSFN to be licensed

as a Level I Foster Home.

- Awareness of the new updates that have been made to the training tab in FSFN.

#### **4. Regional Licensing Specialists:**

- There is a new security user group titled 'DCF Regional Licensing Specialist'.
- Awareness of new updates that have been made to the Provider Licensing Page to align with the new levels of licensure.
- Awareness of the new non-safety waivable licensing requirements in order to approve a Level I license in FSFN.
- Awareness of the ability to create a Non-DCF License in FSFN.

#### **5. Data Entry/Placement Entering Staff:**

- Once a relative or non-relative becomes licensed, the child's Out-of-Home Placement Page will be updated to reflect a service category of "Foster Home" and a Placement Setting of "Foster Family Home-Relative" or "Foster Family Home Non-Relative".

#### **6. Financial Staff:**

- A new standardized Service Type shall be created utilizing the guidance provided in the upcoming Financial Implementation Memo.
- Existing Service Types shall be updated to reflect the correct license that is required for each Service Type, per guidance provided in the upcoming Financial Implementation Memo.