

GEORGIA DEPARTMENT OF HUMAN RESOURCES

Division of Family and Children Services

Institutional Placement Agreement

Check One:

_____ Institutional Care _____ Family Foster Care (purchase form Institution or Private Agency)

_____ Group Home Care

Made this ____ day of _____, 20__ between:

_____ and _____

County Department of Family and Children Services (both hereinafter referred to as "Institution" and "County Department") on behalf of _____ born _____

Child's County Case Number: _____ Social Security Number _____ - _____ - _____

Witnesses that the Institution and the County Department in consideration of the following mutual obligations, agree as follows:

The County Department Agrees to...

1. place the child in the Institution for care and services for a period up to one year at which time a joint conference will be required to renew this contract for an extended time.
2. arrange for pre-placement visit(s) of the child and, if possible, his parents or other responsible persons before his admission.
3. pay to the Institution the per diem rate of \$ _____ for the care of the child.
4. supply an adequate basic wardrobe on admission or to authorize up to a maximum of \$ _____ to purchase a suitable basic initial wardrobe.
5. provide written proof of the child's health examination, which includes eye, dental, hemoglobin or hematacrit, and urinalysis screenings, current to within sixty days of admission.
6. authorize the Institution to consent for routine medical and dental care and for unusual medical care, including emergency surgery, when a representative of the County Department is not available.
7. cooperate with the Institution in arranging with parents, relatives or other interested persons for visits of the child in the community or visits with the child in the Institution.
8. be involved in the remedy of problems in the child's home and community which relate to the child's placement outside his home, based on a mutually agreed upon plan between the County Department and the Institution which delineates the roles of each. Written reports will be provided at six month intervals and more often as needed.
9. visit the Institution and the child as often as is needed and upon request, but at a minimum of once a year, and to communicate by telephone or correspondence at a minimum of every three months.
10. be involved in the assessment of the child's progress and need for change in the pan of care as often as is needed but at least every six months.
11. assume primary responsibility for after care plans when the child is to leave the Institution involving the child, his parents, and Institutional personnel as much as possible and as early as possible.
12. assist in the preparation of the child for changes in his situation when he is to leave the Institution.
13. provide a follow-up report about the child and his progress six months following his release from the Institution if requested and if the case remains active with the County Department.
14. provide additional services, or services with modification of the above conditions as listed on the following:

The Institution Agrees to...

1. accept the child for care for a per diem rate of \$ _____ to be paid promptly by the County Department following receipt of a monthly invoice from the Institution
2. provide the County Department with written progress reports at least every six months, to include:
A report of dental and physical examinations and treatment. Such examinations will be provided on at least annual basis and will include a urinalysis and hemoglobin and hematacrit check, an eye examination, and any recommend treatment or corrective procedures for any physical and dental needs. The immunization status and illnesses during the period will also be included in the progress report.
Pertinent psychological and psychiatric evaluations and treatment summaries made available to the Institution during the period of review.
A report of school progress.
A summary of significant relationships, including family contracts.
3. immediately advise the County Department of serious illnesses, accidents, or need for hospitalization or surgery.
4. involve the County Department in planning for any visits of three days or more from the Institution and for all trips or visits out-of-state.
5. promptly refer to the County Department any person who expresses an interest in the adoption of this child or in providing a family foster home.
6. obtain through the County Department parental or court permission to use pictures, including photographs, slides and films of the child.
7. give the County Department reasonable time, at least four weeks if possible, to make plans for the child when he is to leave the Institution.
8. give the child all of his personal clothing and other personal belongings when he is removed from the Institution.

Director's Signature of:

Date

_____ County Department of Family and Children Services

Director's Signature of:

Date

(Name of Institution)