

TWIN PINES FAMILY SERVICES, LLC

1 Washington St. Suite A.

Suite A.

Hopwood, PA. 15445

Office: 724-439-HOME

Fax: 724-439-4664

www.twin-pines.org

Model Agreement of Mutual Rights and Responsibilities

1. Both Twin Pines Family Services and resource parent(s) will interact with each other with consideration, respect and fairness and mutually work to develop and maintain a positive working relationship.
2. Twin Pines Family Services will treat resource parents as part of the team in caring for the child(ren) served and agree to work collaboratively to ensure their safety, permanency, and well-being.
3. Twin Pines Family Services will respond in an open, complete and timely fashion when contacted by the resource parents regarding questions, issues or concerns about their role and/or the care of the child(ren) in their home.
4. Twin Pines Family Services will inform the resource parents regarding the child's medical history, mental health diagnosis, general behaviors, relationships between the child and his/her parents, educational history, life experiences, and previous and prospective placement circumstances to facilitate the resource parents' care for the child. The availability and timeliness of this information being available to Twin Pines Family Services will affect how quickly it can be shared with the resource parents. Twin Pines Family Services will continue to update the resource parents as appropriate when additional information is received.
5. Twin Pines Family Services will provide resource parents as much notice as possible of scheduled meetings regarding the child(ren) in their home, in an effort to facilitate their participation in the case planning and decision-making processes. Such meetings include, but are not limited to, court reviews and Individual Service Plan (ISP) meetings.
6. Resource parents are expected and encouraged to attend meetings and to actively participate and offer input into the service and permanency planning process regarding the child(ren) in their home. Resource parents agree to implement and/or facilitate the actions stated in the ISP to the best of their ability.
7. Twin Pines Family Services will work with the resource parents to identify, facilitate, arrange and/or provide support services to assist in the care of the child consistent with the child's ISP. Such support services include, but are not limited to, medical and dental care, mental health and/or substance abuse evaluation and/or treatment, and social work services. Individualized educational planning and services will be determined and

implemented in mutual cooperation with the child's legal parent(s), school staff, Twin Pines Family Services staff and resource parents.

8. The resource parents agree to provide transportation for the child to and from any appointments, including for medical and dental care, therapy, evaluation, counseling, education and/or any other care, treatment, or service appointment. Resource parents also agree to provide transportation to and from meetings regarding the child in their home, including ISP and court reviews. Twin Pines Family Services will work with the resource parents to arrange transportation, as needed.
9. Twin Pines Family Services will provide orientation information, including a review of Twin Pines Family Services policies and procedures, applicable state regulations or statutes, emergency and non-emergency contact information and protocols, and instructions on how to receive services. In addition, Twin Pines Family Services will provide on-going direction, supervision, and in-service training for resource parents to maintain continued understanding of mutual expectations, roles, and needs.
10. The resource parents agree to ensure the confidentiality of all information provided to them about the child and his/her parents and/or extended family and to only share information received from the child and his/her parents and/or extended family with Twin Pines Family Services staff or other professionals (i.e. physician, therapist, etc.) as appropriate. The resource parents also agree to be supportive of a child's relationship with his/her birth family and treat and/or speak of them with consideration and respect
11. In accordance with state regulations, Twin Pines Family Services will provide the name, address and phone number of the resource parents to the parents of the child in their home, unless doing so (a) is restricted by court order, (b) threatens the health and well-being of the child or resource family, or (c) if Twin Pines Family Services is able to document a plausible basis for refusing such disclosure. Twin Pines Family Services will advise the resource parent as to the timing of the release of this information and will be available to address any concerns the resource family may have regarding this process.
12. Upon request, Twin Pines Family Services will work with the resource parents to assist with the coordination of services needed to address family loss and separation issues stemming from a child leaving the resource family's home, when such relocation is not the result of an immediate threat to the health and safety of the child caused by the resource family.
13. In the event that the goal for a child who has resided with the resource parents for at least six (6) months is changed to adoption and the resource parents are interested in being an adoptive resource for the child, Twin Pines Family Services will ensure that the resource parents are interviewed and considered by the appropriate county or private agency.
14. Resource parents agree to complete a minimum of twelve (12) hours of training annually as required by state regulations or in compliance with Twin Pines Family Services policies to enhance their skills and abilities in areas requested and/or deemed necessary. Resource parents are encouraged to seek additional training above the minimum requirements in order to further enhance their performance and abilities in fulfilling their roles and responsibilities.

15. According to state law, Twin Pines Family Services staff is mandated to report child abuse. In the event that an allegation of abuse is made regarding a resource parent or member of their household, Twin Pines Family Services will follow protocols in reporting the allegation and ensuring the safety of the child. Twin Pines Family Services will ensure that information pertaining to the report is kept confidential and released only in accordance with state regulation.
16. Resource parents have the opportunity to be heard regarding Twin Pines Family Services decisions or practices involving a child(ren) residing in with their home. Twin Pines Family Services will not discharge, threaten or otherwise discriminate or retaliate against the resource parents for an appropriate inquiry regarding such decisions or practices.

It is the responsibility of foster/resource parents to help the foster child in their home. To do the best job, it is important that the foster/resource parents and Twin Pines Family Services develop a positive working relationship by both using a common sense set of standards. There may be occasions when the foster/resource parents and the caseworker are unable to agree on matters relating to the child. If this should occur, there are steps to follow to maximize the opportunity to resolve areas of disagreement. Resource parents have the assurance that these steps can be taken with confidence that Twin Pines Family Services will not discharge, threaten, discriminate or retaliate when decisions and practices are questioned that are in the interest of the children in care.

- A. Let the case worker know that there is an area of disagreement. If foster/resource parents are not satisfied with the response, go to the next level.
- B. Contact the Executive Director and ask for a meeting with all parties.
- C. To reach your case worker or the director:
 1. **Weekdays** – Call Twin Pines Family Services at 724-439-4663 and ask to speak to the appropriate individual.
 2. **Evenings and Weekends** – In the event of an urgent matter that must be dealt with immediately, call Twin Pines at 724-439-4663.

Please remember that every problem has a solution if we take the time to ask questions and work as a team. If you have questions about foster care in general or Twin Pines Family Services policy, you may contact your caseworker. At any time during this process, you can also contact the Local Foster Parent Association for support. Our goal is to maximize your foster care experiences for you and the child entrusted to your care.

Resource Parent:		Date:	
Resource Parent:		Date:	
Agency Representative:		Date:	