

# CPA Meeting September 26, 2022

## Q&A

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**Q: Question ?** We have previously been told that we don't need to provide proof of flu vaccination to LD, but we, the CPA, still need to have it. Does this form override that requirement for CPAs also?

**A:** For both new Kinship (Child Specific) and Foster (General) licenses, CPA no longer needs to verify flu vaccination of all household members. However, **all** families need to complete **Influenza Vaccination Agreement (DCYF 15-822)** (this means if we look at modifying for under the age of two or they take in a medically fragial child, they have already agreed to get the flu shot every year if they are caring for that type of child). For already licensed families, they can complete **Influenza Vaccination Agreement (DCYF 15-822)** at the time of renewal, modification and amendment, whichever comes first. Furthermore, for Kinship (Child specific) license, non-safety exemption for relatives and a waiver for suitable others can be requested if the home is licensed for children under the age of 2 or medically fragile children. CPA does not need to provide proof of flu vaccination to LD.

**Q: Question?** Are agency's still required to gather proof vaccinations every year?

**A:** CPA no longer needs to verify the annual flu vaccination. However, per the WAC: 110-148-1320 (1), FP "...must maintain all requirements in this chapter and provide verification to your licensor, if requested."

**Q: Question?** For the infant safety agreement, it looks like all household members have to sign the form. What about household members who will not care for an infant foster child?

**A:** For any home licensed for children under the age of one, **all** adult household members, in addition to foster parents, must complete Infant Safety Agreement. They can check " I am not caring for children under age one" if they are household members who will never be caring for children.

**Q: Question?** Are forms like the cert card and HS file checklist going to be updated to reflect that we are no longer collecting proof of flu shots? In other words, are the forms going to be updated to include the date the applicants signed the form vs the writing out the dates all household members received flu and Tdap?



**A: File Checklist and Certification for License of Foster Home** form (DCYF 10-016) will go live on 11-28-2022. This new, combined form will have three statements related to vaccinations:

“Immunizations and/or Vaccine Exemption (DCYF 15-455) verified for all child household members”

“Influenza vaccine (**per agreement**) and/or Vaccine Exemption (DCYF 15-455) verified for all household members”

“Pertussis vaccine and/or Vaccine Exemption (DCYF 15-455) verified for all adult household members (if caring for children under the age of 2 years or medically fragile children).” ***\*Note: Pertussis Vaccination Agreement (DCYF 15-823) is for Kinship (Child Specific) license only. CPA must still verify Pertussis vaccination for Foster (General) license.***

CPA can check “yes or no or waiver-exemption” as applicable. Vaccination or verification date is not required for any vaccinations.

**Q: Question?** Will these forms be required for existing families or just at an initial home study or a renewal?

**A:** Currently licensed families are not expected to complete new forms until renewal, modification or amendment, whichever comes first.

**Q: Question?** Am I incorrect in understanding that the mental health report form is needed for applicants who have received mental health services within the last 5 years?

**A:** Applicant Mental Health Report - Confidential (DCYF 13-001B) is not required based on when an applicant received mental health services. This form is required, on a case by case basis, when additional information is necessary to mitigate issues/concerns related to their ability to parent and the child’s well-being during the assessment process. It is CPA’s responsibility to determine if Applicant Mental Health Report – Confidential form is needed. CPA is encouraged to consult with their Regional Licensor if they are unsure.

**Q: Question?** Will we still be required to speak with mental health provider if they accessed services in the last two years?

**A:** See the above answer.

**Q: Question?** Just to clarify with the medical report 13-001, applicants do not need to fill it out if they are not adopting?

**A:** Applicant Medical Report - Confidential (DCYF 13-001) needs to be completed by a licensed healthcare provider. This form is required for adoption. Additionally it is required, on a case by case basis, when additional information is necessary to mitigate issues/concerns related to their ability to parent and the child’s well-being during the assessment process. It is CPA’s

responsibility to determine if Applicant Medical Report – Confidential form is needed. CPA is encouraged to consult with their Regional Licensor if they are unsure.

**Q: Question?** Would 13-001a need to be completed by kinship caregivers (child specific only license)?

**A:** Applicant Medical Self - Report (DCYF 13-001A) is required for both Kinship (Child Specific) and Foster (General) licenses and at time of renewal.

**Q: Question?** What's the progress on individual CPA pages being built?

**A:** Each CPA has an individual page already built by Binti. Binti will send screenshots to each CPA of their individualized Welcome, Orientation (if the CPA opted to keep one), and Training pages closer to CPA rollout for final edits. CPAs can direct applicants to their page, once the CPA starts using WA CAP by Binti. If you have any specific questions about your agency page, or need to submit any corrections, please email [dcyf.caregiverportal@dcyf.wa.gov](mailto:dcyf.caregiverportal@dcyf.wa.gov)

**Q: Question?** Could you please recap as of what date these changes take effect for those who joined the meeting later?

**A:** CPA's are encouraged to use forms directly from the DCYF form drive to ensure the most current form version is being used. A number of new forms will be available on the DCYF form drive 11-28-2022.

- Effective 1-1-2023, CPA's must submit the new application form to LD.
- Effective 4-1-2023, CPA's must submit completed packets with **all** new forms.
  - Note; the mixing of old and new forms will result in missing information causing the packet to be incomplete.

**Q: Question?** If we have families that are currently in the home study phase or coming up to the home study phase who have completed the previous forms (i.e. personal information, medical report) but we are submitting the certification packet after 10/28 will applicants need to redo all necessary forms?

**A:** See the above answer.

**Q: Question?** So forms need to be updated if submitting after 11/28?

**A:** See the above answers.

**Q: Question?** Will meeting link for next two meetings be same as today?

**A:** The last two meetings for 2022 are scheduled for October 31, and December 12. Meeting invites will be updated with new links.

We will be holding more frequent meetings in 2023 to support CPAs with rollout. These meeting invites will be sent by Heather West once the schedule is confirmed.