

## Placement Phone Call - Protocol

### Purpose:

To ensure timely information sharing between out of home care providers and birth parents; and to start to build the foundation of a relationship between out of home care providers and birth parents.

### Process:

Licensing agencies will educate their foster parents on the importance of co-parenting (**shared parenting, parent partnerships, etc**) with birth families and the impact that their relationship with birth families has on the children in their home.

Any time that a child is placed, and it is safe and appropriate as assessed by the placing worker, the foster parent or relative provider will contact (phone, text, email, etc.) the child's biological family (parent, guardian) to share that the child is with them and ask if they would like to share information about the child. This could include allergies, bedtime routines, favorites, etc. The foster parent can also share information about themselves and their home that can include family composition, pets, bedrooms, etc. The placing worker will be available during this time to answer any additional questions and provide support to both the foster parent and child's biological family.

When it is not safe and appropriate, or when the child is placed in a higher level of care, the placing worker will contact the birth parents to notify them when the children have been placed.

Agencies will follow their own internal transition guides for placement disruptions and ongoing communication with biological families.

References: <https://www.google.com/voice>

**\*Outstanding question – how to communicate this with staff and foster parents\***

**[Reference Ice Breaker documents? Have placing workers have a list of topics/questions to help prompt conversation](#)**