



FOSTER CARE CASEWORK CONTACTS DESK AID

See 18 NYCRR 441.21 and 16-OCFS-ADM-16

Casework Contacts must be made by a case manager, case planner, or caseworker as directed by the case planner. Parent advocates may also make casework contacts; see 18 NYCRR 441.21(b) for specific guidance regarding casework contacts made by parent advocates.

Frequency of face to face contacts		Location of face to face contacts
Contacts with the Child		
First 30 days of placement	As often as necessary, but at least twice	At least one contact at the child's placement location
After 1 st 30 days of placement	At least monthly	At least two contacts every ninety days (2 out of 3) at the child's placement location
Children in foster care who are ages 18 to 21 years of age and attend educational or vocational programs located outside of NYS and are not residing in a foster home or child care facility, and those who are incarcerated outside of NYS, or who are currently residing outside of the United States are not subject to the monthly face-to-face casework contact requirement.		
Contacts with the Parents or Relatives		
First 30 days of placement	Contact should be as often as necessary, but at least twice, unless compelling reasons are documented why contacts are not possible	For children with a PPG of Return to Parents or Relative, at least one contact must be in the home of the parents or relatives
After 1 st 30 days of placement	Contact should be at least monthly, unless compelling reasons are documented why contacts are not possible	For children with a PPG of Return to Parents or Relatives, at least one contact every 90 days (1 out of 3) must be in the home of the parents or relatives unless compelling reasons are documented why such contacts are not possible
This is waived for any parent who has had his or her rights terminated and where the court has issued a finding that reasonable efforts to return the child home are no longer required. Ongoing casework contacts must be made, to the extent practicable, to discuss alternatives to termination of parental rights in accordance with section 384-b of the Social Services Law; this includes discussing surrender, including conditional surrender, and counseling the parent with respect to relinquishing the child, including ways the parent could help the child come to terms with the possibility of relinquishment and its consequences.		
Contacts with the Caretaker		
First 30 days of placement	As often as necessary, but at least once	At child's placement location
After 1 st 30 days of placement	At least monthly	At least one every 90 days (1 out of 3) at the child's placement location