

Independent and Voluntary Providers Forum

Best Practice Statement

Assessment and approval of carers approved by another Agency

The following Best Practice Statement has been established by the Scottish Independent and Voluntary Providers Forum [IVPF] facilitated by the Fostering Network [Appendix 1]

Member agencies agree the following –

- Welfare of children is paramount
- Carers have a right to progress career opportunities with and between agencies
- We will comply with all statutory regulatory and relevant codes of practice. These are reflected within each individual agency's operational standards.

The following process will apply to all carers currently approved and registered with local authorities or IVP agencies.

- IVP agencies will apply their own recruitment strategies to recruit carers
- Prior to assessment a Foster Carer must notify their current agency in writing of their intention to undergo an assessment by another agency
- A copy of the written notice of this intent should be forwarded to the Agency who are undertaking the new assessment.
- A standard pro-forma letter is attached for use by carers [Appendix 2]

The assessing agency will then contact the existing agency within 28 days to co-ordinate a meeting between relevant professionals in the existing and assessing agency. An agenda for this meeting is attached [Appendix 3]

- If the carer's approval has not be deregistered by the existing agency upon completion of the new assessment a further meeting will be co-ordinated to review an agree timescales
- Where assessing agencies will consider foster carers who have existing placements there will also be care planning meetings within this process.

Append 1

Membership of the Independent & Voluntary Providers Forum [Scotland],
Facilitated by the Fostering Network

Aberlour
Barnardo's Scotland
Foster Care Associates
Foster Care NCH – Scotland
Fostering Network – Scotland
Fosterplus
Jane Moore Trust
Kibble Foster Care
St Margaret's
St Andrew's
SWISS Foster Care

Appendix 2

Your Name & Address

Date

Name & address of Person you are writing to

Dear [Manager Fostering Team]

I am writing to advise you that I have been making enquiries about fostering for another Agency. After due consideration I have requested that [Insert name of agency applicant currently works with], consider my application to become a foster carer.

I understand that in accordance with the Best Practice Statement adhered to by the Independent & Voluntary Sector Forum, I am required to notify you of my intention to be assessed. A copy of this letter will be sent to [Insert name of agency undertaking the assessment].

I am in agreement with any request [Name of assessing agency] will make of [Name of current agency] to provide a copy of the minutes of the fostering panel and letter of approval, minutes of most recent foster care review and any other relevant information

Yours sincerely,

Name of applicant

Appendix 3

Proposed Agenda for co-ordinating meeting

Agenda

1. Introductions
2. Background information/updates – carer status
3. Documentation
 1. Letter of Approval
 2. Current reference
 3. Most recent FP review minute
4. Assessment Timescales
5. Deregistration/registration timescales & process
6. Follow up meeting date [6 weeks before presentation at assessing agency's fostering panel]