

Resource

Day 1 – Participant Manual



Role of the Resource Specialist

Placement Types

Minimum Licensing Standards

Activity: Can We Approve It?

Day 1:

Resource Training Agenda

Monday	
9:00 – 9:30	Welcome Pre-Test
9:30 – 10:45	Role of the Resource Specialist
10:45 -11:00	Break
11:00 – 12:00	Placement Types
12:00 – 1:00	Lunch Break
1:00 – 2:00	Minimum Licensing Standards: Building Safe Homes and Strong Relationships
2:00 - 2:15	Break
2:15 – 3:30	Activity: Can We Approve It?
3:30 – 4:00	Wrap Up and Review

Resource Specialty Training

Building safe, stable and connected placements for children and families



Day 1



MIDSOUTH
COLLEGE OF BUSINESS,
HEALTH, AND HUMAN SERVICES

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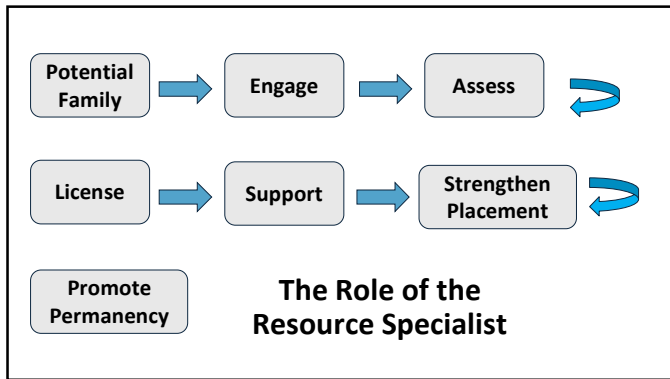
Resource Specialty Training

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Pre-Test Assessment

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Insert Facilitator 1 Headshot Photo Here	Meet the Facilitator All about me ... - Your role - Brief credentials/background - Something relatable/passionate about - Share a moment or experience in your professional career that shaped how you show up in this work
Facilitator Name	

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All About Me	Insert Facilitator 1 Family/Pet Photo Here (optional)
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HELLO

my name is

- What's your name/What do you want to be called?
- If you could be anywhere, where would you be?
- What's the last thing you did at work you are proud of?
- What two words would your best friend use to describe you?
- What's challenging for you right now?
- If you could ask the group one question, what would it be?

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Target Outcomes

- Understand the role of the Resource Specialist within the child welfare team
- Navigate the process of opening traditional and kinship resource homes
- Apply licensing standards while maintaining a family centered approach
- Support prospective resource families through the approval process
- Use policy and structured decision making to promote safe, timely placement

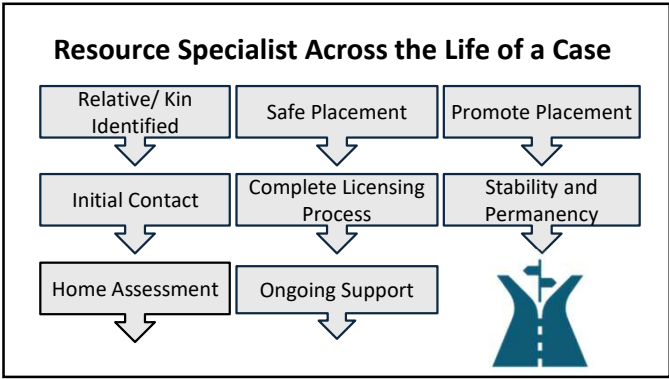
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Role of the Resource Specialist

- Supporting Families
- Opening Safe Homes
- Supporting Placements
- Partnering with Others



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15-Minute Brain Break

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Understanding Resource Home Types	
Traditional Resource Home • No existing relationship with the child • Licensed prior to placement • Provides care for children needing placement • Usually recruiting and referred through established processes	Kinship Resource Home • Existing Relationship with the child • Often opened quickly to support placement • Helps preserve family connections and reduce trauma • Often identified during a child's removal or early case activity

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Private Licensed Placement Agency (PLPA) • Recruits, trains licenses, and supports its own resource home • Provides ongoing supervision and support to those resource families • Partners with DCFS to meet placement needs for children experiencing foster care	
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Resource Specialist's Role in Family Based Placements

Resource Specialists primarily support:

- Traditional Resource Homes
- Relative/ Fictive Kin Resource Homes



Your responsibility includes:

- Assessing safety
- Completing required home assessments and background checks
- Supporting caregivers throughout the licensing process
- Providing ongoing support after placement
- Partnering with the child's Primary Specialist

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How Families Enter the Resource Home Process

Pathways:

- Traditional
- Kinship

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The In-Home Consultation (IHC): First Assessment of a Traditional Applicant

The IHC is where the Resource Specialist begins assessing:

- Family motivation and readiness
- Home safety and environment
- Sleeping arrangements
- Transportations
- Medication safety
- Emergency planning
- Resource parent responsibilities
- Concerns that must be corrected before training or approval

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Referring Families to Pre-Service Training

After the In-Home Consultation

If the family is appropriate to move forward:

- ✓ Complete the CFS-446: In-Home Consultation Visit Report
- ✓ Document any corrective actions or safeguards needed before training or home approval
- ✓ Submit the required documentation to MidSOUTH through REDCap
- ✓ Continue supporting the family throughout the licensing process

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Lunch Break

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Minimum Licensing Standards: Building Safe Homes and Strong Relationships

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Minimum Licensing Standards: Building Safe Homes and Strong Relationships

Licensing Standards help ensure children are placed in homes that are:

- Safe
- Healthy
- Stable
- Prepared to meet the needs of the children



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Minimum Licensing Standards are your guide for:

- ✓ Conducting Home assessments
- ✓ Ensuring child safety
- ✓ Determining licensing compliance
- ✓ Coaching families towards licensure
- ✓ Answering questions from prospective families



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The Carson Family

Use PUB-30 to help you identify why this home would or would not be a good placement for a child.

- Identify any changes that could make this home safe for the child, if any.

Activity

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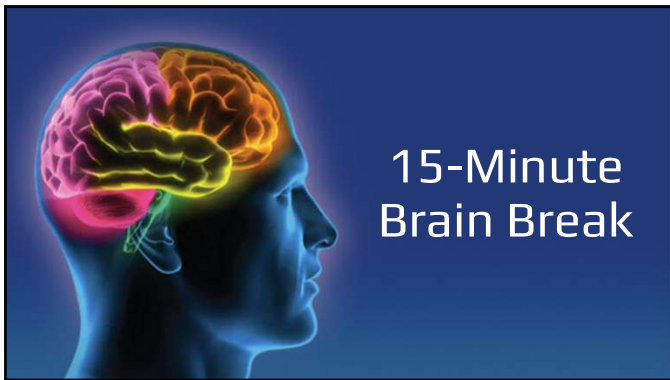
Supporting Normalcy Through Alternate Care

As a Resource Specialist, your role is to:

- Support families in providing age-appropriate experiences
- Help families understand when approval or additional documentation is needed
- Balance child safety with normalcy
- Guide families through policy requirements before issues arise



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15-Minute Brain Break

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1. Would you have any concerns?
2. What questions would you ask?
3. What does policy say?
4. What guidance would you provide to the resource parent?
5. What additional approval or documentation is needed?



Activity: Can We Approve It?

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Home Studies

- Interviews with household members
- Background checks
- Financial and Employment verification
- Medical Information
- Three Personal References
- Home Assessment
- Evaluation of Parenting Style, Sleeping Arrangements, Household functioning



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Resource Specialist Role in Home Studies

- Conduct annual re-evaluation and re-evaluations after major life changes.
- Complete required re-evaluation tools, including CFS-451 and CFS-475-C.
- Verify required certifications, background checks, and training are current.
- Document reevaluation activities in CHRIS.
- Submit the reevaluation and recommendation for approval.

Home Study Updates:

- Complete as needed for any **major life changes**.

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WRAP UP: OPENING UP YOUR FIRST TRADITIONAL RESOURCE HOME

- ✓ Explored the role of the resource specialist
- ✓ Learned how perspective traditional resource families enter the licensing process
- ✓ Conducted an Initial In-Home Consultation
- ✓ Applied the Arkansas Minimum Licensing standards
- ✓ Practiced assessing a perspective resource home through simulation
- ✓ Recommended a family to move forward in the licensing process
- ✓ Explored key considerations related to home studies and medication safety.

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Target Outcomes
Evaluation

Applicant 2: _____

Last	First	Middle

I. Child's Characteristics Include:

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B. Age	Acceptable	Willing to Discuss	Unacceptable
Birth – 23 months old			
2 – 5 years old			
6 – 8 years old			
9 – 10 years old			
11 – 12 years old			
13 – 14 years old			
15-17 years old			
C. Race/Ethnicity	Acceptable	Willing to Discuss	Unacceptable
African American			
African American / Caucasian			
Asian			
Asian / Caucasian			
Caucasian			
Hispanic			
Hispanic / African American			
Hispanic / Caucasian			
Native American			
Native American / Caucasian			
Other			
D. Gender	Acceptable	Willing to Discuss	Unacceptable
Male			
Female			
E. Special Needs	Acceptable	Willing to Discuss	Unacceptable
Age			
High Risk, Medical, Mental, Physical, Emotional			
Medical, Mental, Physical, Emotional Need			
Member in Sibling Group			
Other			
Race/Ethnic Background			
F. Number of Children	Acceptable	Willing to Discuss	Unacceptable
One child			
Two children			
Three children			
Four children			
More than four children			

G. Mental/Behavioral/Developmental Health	Acceptable	Willing to Discuss	Unacceptable
Abuses self			
Aggressive (physically and/or verbally)			
Attachment issues			
Attention Deficit Disorder with or without hyperactivity			
Autistic or Autism Spectrum Disorder			
Defecates inappropriately			
Destructive to furnishings and property			
Developmentally delayed			
Displays or has history of inappropriate sexual behaviors			
Down Syndrome			
Eating disorder or difficulty			
Fetal Alcohol Syndrome			
History of Cruelty to animals			
Hoards food			
Involved with a cult/gang			
Lies			
May/will require counseling			
Mild intellectual disabilities			
Moderate intellectual disabilities			
Often angry/throws temper tantrums			
Often depressed			
Oppositional and/or defiant			
Passive/dependent			
Problem with alcohol/drugs			
Problems sleeping			
Runs away			
Serious emotional disturbance			
Sets fires or has history of fire setting			
Severe intellectual disabilities			
Sexually active			
Smokes cigarettes or uses other tobacco products			
Steals			
Tends to be withdrawn			
Wets the bed			
H. Education	Acceptable	Willing to Discuss	Unacceptable
Attends an alternative school			
Has a learning disability			
Is in special education			
May require Specialized Day Care			
May require tutoring			

I.	Other Characteristics/History	Acceptable	Willing to Discuss	Unacceptable
	Abandoned and no background information is available			
	Born as a result of incest			
	Failure to thrive			
	Fear of animals			
	Gay, lesbian, bisexual, transgender, questioning			
	Is or has been pregnant			
	Needs to maintain contact with a birth relative			
	Needs to maintain contact with a resource family			
	Neglected			
	Not legally free for adoption			
	Physically abused			
	Premature and requires special care			
	Sexually abused			
	Shaken Baby Syndrome			
II.	Relevant Parent Conditions	Acceptable	Willing to Discuss	Unacceptable
	Intellectual disabilities			
	Mother Used drugs/alcohol during pregnancy			
	Problem with alcohol/drugs			
	Serious mental illness			

III. **SIGNATURE AND DATE:** By signing this form we acknowledge that the completed form has been reviewed together by the applicants and Resource Worker/Adoption Specialist and a copy provided to/received by the applicants.

_____	_____
Prospective Resource Parent 1	Date
_____	_____
Prospective Resource Parent 2	Date
_____	_____
Resource Specialist/Adoption Specialist	Date