

	INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE MANUAL	
	Chapter 8: Out-of-Home Services	Effective Date: October 1, 2016
	Section 37: Holding a Placement During a Hospitalization	Version: 6

POLICY

[REVISED] The Indiana Department of Child Services (DCS) will continue to make foster care payments to the resource parent(s) for a maximum of five (5) days when a child in out-of-home care enters a hospital if the intent is for the child to return to the same resource parent(s).

When a child is hospitalized for more than five (5) days and the resource parent(s) maintains care of the child (as evidenced by visits), DCS may, upon approval of the Regional Manager (RM), make a determination to pay either:

1. Per diem and travel expenses exceeding 162 miles in a month; or
2. Travel only, starting at mile one (1).

Note: DCS will not pay for a five (5) day bed hold if the child is placed in any other setting (e.g., detention center, emergency shelter care facility, residential facility) unless an RM appeal is approved.

[NEW] DCS will **only** pay a Licensed Child Placing Agency (LCPA) per diem in excess of five (5) days for a bed hold when a child is hospitalized if the extension has been approved in writing by the Deputy Director of Placement Support and Compliance.

Code References

N/A

PROCEDURE

The Family Case Manager (FCM) will:

1. **[REVISED]** Engage the CFT regarding the child's return to the same resource home when he or she is released from the hospital;
2. Engage the CFT to discuss any possible changes to the current placement and/or an alternative permanency plan. For further guidance, see separate policy, [5.15 Concurrent Planning](#);
3. Encourage the resource parent(s) to have frequent face-to-face contact with the child during the hospitalization;
4. Ensure the resource parent(s) will have all of the necessary resources and support systems in place when the child returns to the home (e.g., counseling services and medical equipment);
5. Submit a [Request for Additional Funding \(SF54870\)](#) to the RM for per diem and/or travel expenses if a resource parent(s) travels and maintains visits, including overnight stays, with a child who is hospitalized for longer than five (5) days; and

[NEW] Note: An LCPA must seek approval from the Deputy Director of Placement and Compliance when requesting per diem for a child who is hospitalized in excess of five (5) days.

6. Document all decisions and actions taken for the steps above in the Management Gateway for Indiana's Kids (MaGIK).

The RM will approve or deny the [Request for Additional Funding \(SF54870\)](#) for per diem and/or travel submitted by the FCM for resource parent(s) who maintain visits, including overnight stays, with a child who is hospitalized longer than five (5) days.

Note: When per diem is approved to be paid for the resource parent(s), only travel exceeding 162 miles in a month may be approved for payment.

PRACTICE GUIDANCE

Bed Holds

A bed hold may be utilized for a maximum of five (5) days. A bed hold will end prior to five (5) days if there is no intent for the child to return to the resource home. If the child does not return to the placement within five (5) consecutive days of absence, then the placement and per diem charge will be terminated for that child, unless otherwise approved by the RM.

[NEW] Note: Placement and per diem payment for a bed hold in excess of five (5) days may only be made to an LCPA with written approval of the Deputy Director of Placement and Compliance.

If approved, the per diem may continue to be paid beyond five (5) days if it is likely that a hospitalized child will return to the placement he or she was in prior to absence.

Note: A bed hold may not be used for absence due to detention in a juvenile delinquency matter unless an RM appeal is approved.

FORMS AND TOOLS

[Request for Additional Funding \(SF54870\)](#)

RELATED INFORMATION

N/A